SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

MATOSHRI SUBHADRABAI PATIL ART AND LATE PANDURANGJI THAKARE COMMERCE COLLEGE

MANGRULPIR ROAD MANORA T.MANORA DISTRICT WASHIM
MAHARASHTRA
444404
mspkptmanora.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

January 2020

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

1. INTRODUCTION

Dnanopasak Shikshan Prasarak Sanstha Manora came into existence in 1986 The organization was the dream of Former President of Washim Zilha Parishad Shri Arvindbhau Ingole. The governing body of the organization takes keen interest in the development of educational needs of the locality. The Parent body established the institution Matoshri Subhadrabai Patil Art and Pandurangaji Thakare Commerce College on 01 July 1986. The Institution is growing rapidly,later on the institution started Commerce in 1992 and Science Faculty in 1993. The institution in 2011 started Ph.D Program in Chemistry. The institution presently offers 14 UG Program in Arts ,Commerce and Science Faculties, 01 Ph.D program 02 Advance Diploma, 02 Diploma and 16 Certificate courses. There are 25 Faculties , 11 faculties Doctoral degree and 04 teachers with M.Phil. 09 Teachers are NET qualified. 02 Teachers have qualified junior research fellowship in chemistry. There are 02 research guides working in the college. The college offers 02 UG programs and 02 PG program through YCMOU Nashik. The multi faculties offered by the institution are opportunities for the overall educational development of the locality. The institution is registered under 2f and 12B and is permanently affiliated to Sant Gadge Baba Amaravati University.

Vision

Vision

Vision of the institution is Creating the foundation upon which our new generation can do their intellectual development & grow their moral strength.

Mission

Mission

- To provide the right sort of leadership in every field of life.
- To develop their potential fully by developing physical fitness, cultivating fair interests & participation, ethical & intellectual values.
- To promote equality & social justice among the students.
- To serve as a Soul of Nation.
- To boost scientific and technological temperament & to develop tolerance.

To encourage free & impartial thinking this can challenge foul interests & established system

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Pollution free and green Campus
2. Rapidly growing Female Students
3. 25 Efficient and qualified Teachers
4. Quality Research Culture

 5. 02 National level Conferences.

6 Central library as learning and information center

7. Registered functional Alumni Association

Institutional Weakness

Rural Locality

2. Impact of native language

1. Vacant Teaching and Non-teaching Posts
2. Self-finance policy of government in UG program
3. Limited internship and place of the student due to lack of industry exposure.
4. Inadequate resources for research
5. Low Placement Rate
6. Linkage and collaboration for research and training

Institutional Opportunity

1. To introduce vocational and skill based courses
2. To start PG program
3. Uplifting Socially challenged Students
4. To start Value based Education
5. Forge Linkage and collaboration for high quality Research
6. To enhance ICT facilities
7. To increase resources from stakeholder
8. To organize Society need based activities

Institutional Challenge

1. To Develop Communication Skills
2. To develop Scientific temperament in the locality
3. To organize placement Drive
4. Recruit Faculties out of state

5. Out-State Students' admission
6. Uplifting social and economic status of the society.
7. To strengthen the interface between college, industry and entrepreneurship
8. To improve research output specially patents

.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Curricular Aspects

 The institution is permanently affiliated to Sant Gadge Baba Amaravati University.

The institution ensures **effective curriculum delivery** through well planned and documented process IQAC of the institution in the beginning of the session chalks out a plan and is communicated to all the faculty members of the college. Head of the department distribute workload and monitor effective curriculum implementation. The institution prepares its own academic calendar in tune with parent university academic calendar. Every faculty member and head of the department prepare their own academic calendar in tune with the academic calendar of the institution. Every faculty members are compelled to write academic diary with detailed yearly planning and work load allotted for co-curricular and extra-curricular activities. The institution introduced **10 new certificate** courses and **02 diploma** and **02 new advanced diploma** courses during last five years.08 teachers have participated in various **bodies of university and board of studies** of the other colleges within last 05 years. The institution has introduced **03 new courses** during last five years. Out of the four program offered by the institution two programs have elective system. 34 % students of the total number of students admitted during last five years, have participated in subject related certificate diploma and add on program. The institution always strives to integrate cross cutting issues in the curriculum like Beti Bachao Beti Padhao, Nutritiion and women safety. Syllabus offered by the parent university provides ample scope to cover cross cutting issues besides the institution arranges various cultural and environmental programs to sensitize the students and important stake holders about the burning issues like tree plantation disaster management Swachha Bharat,Wild life conservation and environmental Day Etc.

Teaching-learning and Evaluation

As per the vision and mission of the college educational needs of students are catered belonging to different categories. Growth in the enrollment of the students justifies academic performance and development of college.

The average enrollment percentage of the students is 57.57% and the students from reserved category are 97.79 in during last five years. In the beginning the institution assesses the learning level of the students through last exams percentage and Basic Subject Knowledge Test The students teacher ratio of the institution is 1: 26.07

Percentage of differently abled students is 0.31

Experiential methods like Practical, Projects, field visits, industrial visits are practiced in the institution.

Participative learning methods as Group discussion, Study tour, Ethan botanical garden are practiced in the institution.

Problem Solving Methods as Water analysis programs are conducted in the institution.

100% Teachers are using ICT resources for teaching learning Process.

Ratio of mentor to mentee is 37.5: 1for academic and stress management.

The institution takes effective measures for making teaching learning process innovative. Language department use communicative and functional aspects of language. Department of Commerce uses case study and project method as innovative process. Department of Commerce show audit report. Demonstration, model, charts, animation of reaction and online dissection method is used by the science department for making teaching learning process innovative.

All the teachers use social media platform like Whats App to make teaching learning process creative.

72% Teaching post are filled till the year 2018-19. Average Teaching experience of the teachers is 14.14 Years. 20.83% teachers have won awards and recognition at national and state level.

The mechanism to deal with examination related grievance is time bound transparent and efficient. The institution adheres to the academic calendar of the parent university for conducting internal assessment..

Porogram outcomes Program specific out comes and course out comes are prepared and are communicate to the students in the beginning of the session . The attainment mechanism of the college is prepared and is checked by various methods.   Cos are measured by calculating marks scored by the students in university examination.

Research, Innovations and Extension

The institution is strengthening research, extension and collaborative activities for its qualitative progress. At present 11 faculties members have been awarded Ph.D. degrees. There are 02 research recognized guides. 01 recognized research in Chemistry by Parent University. 04 research scholar have been awarded Ph.D. under the supervision of Research Guide during last 5 years. 01 faculty member receive grant for Major Research Project is 09.33 Lakh. The faculties from the institution have completed 12 research projects. 11 projects are sponsored by the parent body. Incubation center of the institution is very active and conscious to develop the ideas of the students and faculties. Students and faculty from the institution are encouraged to do research projects and Doctoral research. The students are also sent to State level Students' Parliament'. The institution has organized 02 soft skills development programs. 06 students from the institution have won district level Avishkar competition. Mustakim Makwani from the institution represented the parent university at state level Avishkar. The instititution incubation and research committee organized district level Avishkar competition. The institution has organized 25 workshop on IPR, Industry Academia innovative practices. The Principal of the institution won Best Principal Award of the parent university, 02 faculty members won awards in poster presentation awards. 02 faculty members are given their Ist promotion. Faculty members are felicitated on the award of awards recognition. 95 research papers are published in peer reviewed and indexed journals. (1.09/Teacher) 21 Research papers are published in the UGC approved List. 24 books/ chapters in books are

published in ISSN, ISBN books. Various extension activities are organized in the neighboring community like 'Felicitation of meritorious students', 'Swaccha Bharat Abhiyan','Clothes Distribution', Blood Donation Camp', Drinking Water Quality Analysis', 'Series of Discourse', Nutrition Week', 'Voter Awareness' 'Visit to Old age Home', 'Plastic Free Campus', 'HIV Awareness' and Environmental Awareness. 20 recognition, certificate awards are won by the institution for extension activities. 49.49 % of the total students have participated in extension activities conducted by NSS. 06 Collaboration are formed for the faculty exchange, Student exchange, internship, fieldtrip.13 Functional MOUs are signed by the institution.

Infrastructure and Learning Resources

The institution has adequate physical and academic facilities for smooth functioning of programs & courses of the college. College has campus of 03 acres, 20306.84 sq.ft. construction area. The Arts, Commerce and Science located in the separate blocks. 14 Classrooms with well-furnished furniture and green/white boards, 01 Auditorium Hall is available for the teaching learning process. 09 Laboratories (Chemistry, Physics, Botany, Zoology, Homeeconomics, Musics, 02 Computer Labs, Language Lab) are well-equipped with standard apparatus and equipment for conducting practical. Separate Library (50x35 sq.ft) is well stocked with books and Journals for learning. N List facility is available in the college Library. 05 Projectors are available in the institution. ICT facilities are available in the institution. Play grounds like' Volleyball' Kho-Kho, Badminton, Single and double Bar. Jump area short Long Jump Basketball are also available in the college campus. Gym is also available in the college campus. 05 classrooms are equipped with ICT facilities. Average 21% budget is allocated for the augmentation of infrastructure. Library is partially automated using Soul 2.0 Library automation software. 42 Rare books are available in the digital format in the college library. 305 reference books, 20 Journals, annual reports and books on competitive examination are available in the college library. Inflibnet N List facility is subscribed in the college library.1.13 % Budget is allocated for the purchase of books and journals. Remote access to the library is provided through N List Inflibnet facility. The institution is continuously growing in the IT infrastructure. There are 47 Computers available in the institution modern software is available in the computer lab and Communication Lab and student computer ratio is 1:16. Wi-Fi is available in the college campus. 02 MBPS browsing speed is available in the institution. 23 CCTV Cameras are functional in the premises for monitoring teaching learning and overall premises of the institution. Podium with recording facility is available in the institution for recording lectures. 13.29 % expenditure in an average is spent on the maintenance of the academic and physical infrastructure and facilities.

Student Support and Progression

For the support and progression, the institution provides the facilities and freeship form the govt, and non-govt. agencies and institution. The institution is much conscious about the financial needs of the students. We extend much support to the students in terms of scholarships provided to them 79.30% students are awarded scholarship during last five years. 2.91% students are benefitted by institution called Subject Merit Scholarship, Students development scholarship at institution level for student support.

Various capability enhancement schemes are functional in the institution like 'Competitive examination', 'Career counseling', 'Soft skills development',' Remedial Coaching', 'Language Lab', Bridge Courses', Yoga Meditation and Personal Counseling etc.

62.89% students are benefited by the competitive examination guidance. 6.61 % students are benefitted by vocational education and training. Grievance redressal mechanism is available. The college has anti ragging and

sexual harassment committee. There is no ragging cases in the institution. The institution has zero tolerance towards sexual harassment cases.

12.2% students are placed during last 05 years. 13.71% students have progressed to higher education and employment. 40 students have qualified in various competitive examination at state and national level during last 05 years. The institution is consciously making efforts for bagging national and international level awards.

Students council is active and functional in the institution President and secretary of the students council are given representation in the decision making bodies College Development Committee , IQAC of the institution. These students are nominated on the various committees of the institution. Cultural programs, NSS programs are organized with the help of Student council. 54 cultural and sports activities are organized at the institution during last five years. Every department has its subject association.

Alumni association of the institution is registered, functional and contributes significantly for the development of the institution. Alumni of the institution are given representation on the college development committee. The alumni association of the institution has donated the fund to provide the ICT facilities (Rs.20,0000/-)..Rs.100100 fund is generated from the alumni association for the general development of the college from last year. 03 Alumni Association meeting are organized at the institution.

Governance, Leadership and Management

Our institution is run by Dnyanopasak Shikshan Prasarak Sanstha Manora. Our emphasis in the process of governance is to ensure the transperancy, democracy and inclusiveness in tune with the vision and mission of institution. The institution practices decentralization in the administrative process for development of leadership qualities in the employees of the institution. The institution has effectively implemented decentralization and participative management. College development committee of the institution takes decision and the decision are implemented through IQAC..

Perspective plan and deployment document are prepared by the IQAC of the institution and is displayed on the college website. Perspective plan is prepared in terms of work to do in coming year. The institution follows rules of the government, parent university, service rules in administration. The institution follows 2016 Maharashtra Public University Act for the overall functioning of the institution.

The institution has implemented e-governance in various area of operation like administration, Examination, Accounts and finance, in students admission support. Use of the ICT in teaching learning process is effectively implemented on the recommendation of the CDC.

Various effective welfare measures are taken for the employees of the institution. The institution has performance appraisal system for employees of the institution. API is collected at the end of the year. The institution conducts regular external financial audit.

IQAC of the institution is very effective and has effectively implemented various resolution for quality enhancement. The IQAC takes review of teachimg learning process through a set mechanism, takes feedback from important stakeholders and analyze it and takes essential decision on it.

Institutional Values and Best Practices

07 Gender equity initiatives have been taken by the institution. (The institution shows sensitivity towards safety, security of the girl students. The TNC (Takrar Nivaran Committee) is active in solving problems of girl students. Patroling is done by the local cops for the safety of the girl students. Girl students are guided for nutrition safety and security. There is sanitary Machine for the health and hyegine of the girls. The college has Solar panel of 5.5kw generated 22 electric units per day. Presently 86.83 % power requirement is met by renewable energy sourses.36.08 % annual power requirement is met by LED Bulbs.

The institution has effective waste management mechanism solid waste is managed in the manure pits in the backyard of the institution.. Liquid waste is utilized for water plant in the premises. Chemical waste in the chemistry department is collected and is disposed in the backyard of the Chemistry department. E waste is used as dummy model for demonstration. The institution does not produce much e waste.

Rain water recharging mechanism is available in the institution. 03 Pits are available for recharging water. Approximately 10 Lakh liters of water is recharged through these pits.

The institution practices green practices like students staff using bicycle, public transport, paper- less office, plastic Most of the students use bicycle public transport for commuting to the college. The institution has also carried green audit of the college. Plastic eradication club is active in the college.

The institution has code of conduct handbook for students teachers non-teaching staff, and principal also. Core values are displayed on the institutional website. The college development committee is looks in the transparency matter of academic administrative and financial matters.

The first best Practice followed by the institution **Eco sustainable practices** in current challenging world. The institution has established 5.5 KW Solar system for generating energy..

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MATOSHRI SUBHADRABAI PATIL ART AND LATE PANDURANGJI THAKARE COMMERCE COLLEGE
Address	Mangrulpir Road Manora T.Manora district Washim Maharashtra
City	Manora
State	Maharashtra
Pin	444404
Website	mspkptmanora.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	N.S.Thakare	07253-233207	8975184724	07253-233206	mspkpt@rediffmail.com
IQAC / CIQA coordinator	A.Y.Ali	07253-123456	9405972728	07253-234567	naacmsp@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

Date of establishment of the college	01-01-1986

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Maharashtra	Sant Gadge Baba Amravati University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	17-08-2007	View Document
12B of UGC	03-05-2012	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	Mangrulpir Road Manora T.Manora district Washim Maharashtra	Rural	3	20306.84

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Chemistry	36	HSC Science	English	300	203
UG	BSc,Botany	36	HSC Science	English	210	132
UG	BSc,Zoology	36	HSC Science	English	210	132
UG	BSc,Physics	36	HSC Science	English	150	95
UG	BSc,Mathematics	36	HSC science	English	150	95
UG	BSc,Computer Science	36	HSC Science	English	60	34
UG	BA,English	36	HSC Art	Marathi	360	27
UG	BA,History	36	HSC Art	Marathi	360	190
UG	BA,Economics	36	HSC Art	Marathi	360	98
UG	BA,Political Science	36	HSC Art	Marathi	360	191
UG	BA,Sociology	36	HSC Art	Marathi	360	68
UG	BA,Home Economics	36	HSC Art	Marathi	360	78
UG	BCom,Commerce	36	HSC Commerce	Marathi	360	132
UG	BA,Indian Music	36	HSC Art	Marathi	360	33
Doctoral (Ph.D)	PhD or DPhil,Chemistry	60	MSC Chemistry	English	5	4

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				3				28
Recruited	0	0	0	0	3	0	0	3	17	5	0	22
Yet to Recruit				0				0				6
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				4
Recruited	0	0	0	0	0	0	0	0	2	2	0	4
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				32
Recruited	12	0	0	12
Yet to Recruit				20
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	2	0	0	7	2	0	11
M.Phil.	0	0	0	2	0	0	4	0	0	6
PG	0	0	0	3	0	0	17	5	0	25

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	10	0	0	10

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Doctoral (Ph.D)	Male	2	0	0	0	2
	Female	2	0	0	0	2
	Others	0	0	0	0	0
Diploma	Male	38	0	0	0	38
	Female	67	0	0	0	67
	Others	0	0	0	0	0
UG	Male	221	0	0	0	221
	Female	371	0	0	0	371
	Others	0	0	0	0	0
Certificate / Awareness	Male	95	0	0	0	95
	Female	195	0	0	0	195
	Others	0	0	0	0	0

19-06-2020 04:22:03

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	60	61	71	62
	Female	64	65	61	62
	Others	0	0	0	0
ST	Male	15	14	20	19
	Female	23	21	16	10
	Others	0	0	0	0
OBC	Male	71	81	98	114
	Female	170	152	139	122
	Others	0	0	0	0
General	Male	15	26	28	36
	Female	24	18	24	28
	Others	0	0	0	0
Others	Male	91	92	104	103
	Female	105	110	83	72
	Others	0	0	0	0
Total		638	640	644	628

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 120

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4	4	4	4	4

3.2 Students

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
637	640	644	628	559

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
194	187	200	194	194

File Description	Document
Institutional data in prescribed format	View Document

Number of outgoing / final year students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
175	141	125	117	85

File Description	Document
Institutional Data in Prescribed Format	[View Document](#)

3.3 Teachers

Number of full time teachers year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
21	21	20	17	17

File Description	Document
Institutional Data in Prescribed Format	[View Document](#)

Number of sanctioned posts year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
36	36	23	23	23

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.4 Institution

Total number of classrooms and seminar halls

Response: 14

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
175.51619	119.18608	117.32788	93.80922	84.99948

Number of computers

Response: 40

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

Affiliated colleges don't have any role in Curriculum designing and development. Affiliated colleges have to implement the curriculum designed by the Board of Studies of the Parent University.

IQAC

The IQAC in the beginning of the session prepare a plan for effective curriculum delivery.

Head of the Department

Head of the department in the beginning of the session according to plan provided by IQAC prepares Departmental time table for academic and related activities.

Time Table and work load

Head of the department in the very first meeting distributes workload among the faculty

Members and prepares time table accordingly.

Academic Calendar

Every individual faculty prepares semester wise teaching plan in tune with the academic calendar provided by the Parent University. Every aspect of curriculum for internal assessment, co-curricular and extra-curricular activities are allotted proper time according to the academic calendar of the University. The college prepares its own academic calendar, for CIE.

Review of Syllabus

Monthly syllabus review is taken by the Principal through Feedback Committee. Faculty members whose syllabus lags behind are instructed to take extra lectures and complete the portion for particular month. Half Yearly Report of work did take from the individual faculty members at the end of each semester. Syllabus and co-curricular and extra-curricular activities are monitored through this process. The Principal along with through review meeting organized in the classroom check the review of syllabus completion.

Bridge Course

One week Bridge Courses are arranged by every faculty to bridge the gap between the previous knowledge of the students and required capacities of the course admitted for. We also conduct basic

subject knowledge test for entry year student in the beginning of the session for slow and fast learner. After identifying slow and advanced learners special attention is given to those students as per plan.

Co-curricular Activities

Co-curricular activities like seminar, group discussion, projects, guest lecture, poster presentation are conducted for students to enhance their learning experience.

ICT and Other Resources

Every faculty members use ICT facility available in the college for effective curriculum delivery. LCD Projector, software's like ETNL are used in the college to Enhance the learning experience of the students. Advance learners and slow learners are recommended through websites and applications for better learning experience. Online Test and online Assignment of students are taken. The issues related to curriculum are communicated to student through whatsapp group. Also video clips, lectures or youtube are shown students.

College Website

College website is used for communicating upcoming events of the college. Major activities are highlighted on the college website for inspiring students.

Improvement through Feedback

Feedback from students is regularly taken on curriculum and in general. As an Action Taken Report the concerned teacher is asked to correct the things pointed out by students.

Month wise Test

In first week of every Month unit test organise by each subject and marks are displayed in second week for students.

File Description	Document
Any additional information	[View Document](#)

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 10

1.1.2.1 **Number of certificate/diploma programs introduced year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
01	09	0	0	0

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Details of the certificate/Diploma programs	View Document
Any additional information	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 5.21

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	0	0	0

File Description	Document
Details of participation of teachers in various bodies	View Document
Any additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 2.5

1.2.1.1 How many new courses are introduced within the last five years

Response: 03

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Details of the new courses introduced	View Document
Any additional information	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 50

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 02

File Description	Document
Name of the programs in which CBCS is implemented	View Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Any additional information	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 29.72

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
355	331	109	69	74

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

The Prescribed Syllabus designed by Parent University embodies the cross cutting issues. It is quite visible in all the three faculties. The details are as follows :

Language Department: In the Marathi subject of B Com III there is a Topic called *"Sabhya Stri Purush"* is related to gender. Similarly in the syllabus of B.Com. II year in Marathi Subject there is a topic known as *"Ekvisavya Shaktail Paryawaran".* is based on Environment. In the same way "Paani Adwa Paani Jirwa" is the topic in the syllabus of B.Com. II in Marathi subject which carries the aspect of Sustainability. Besides, the poetry of Saint Tukaram contains the Human values and professional Ethics.

In the syllabus of B.A. II there is a topic APPRO JRD, which carries the content of human values and there is a poem in the syllabus of B. A. I titled Money Madness, which conveys the aspect of human values.

Humanity Department: In the syllabus of B.A.I for the subject of Political Science there is the topic on Fundamental Rights which obviously embodies human values and in the subject of History also the Unit I is filled with the aspect of human values. In Economics subject of B. A there is the topic signifying sustainability. In sociology subject of B. A. there is the topic which has the content of Environment.

Science Department:

In the syllabus of B.Sc. III Unit II there is the topic of Environment in the subject of Botany and in the subject of Physics there is the topic of Renewable Energy sources i.e. solar panel.

Commerce:

In the syllabus of B.Com in Buissence environment Subject there is the chapter of Economic Environment. Moreover, in the syllabus of B.Com III in Eessential of e-commerce subject there is the content of Social Responsibilility of Business. Rather than syllabus institute organize following activity in which cross cutting issues are covered.

Gender:

- Anti-Harassment committee
- Beti Bachaobeti Padhao Essay Competition
- Elocution completion on Beti bachao Beti Padhao
- Workshop on Diet and health for girl students
- NSS special Camp at Hiwara
- Guidence lectures, meetings for female students.
- Women safety programs.

Environment and Sustainability

- Green Audit, Vermi composting, Medicinal and Tulasi Garden
- Tree Plantation
- Disaster management
- NSS special Camp At Hiwara
- Swachh Bharat Abhiyan at Hiwara , Deothana, Bhaiji Nagar, ManoraGundi
- Swachhata Fortnight from 1 July to 15 July 2014-20120
- Vrukshadindi
- Tree Plantation in the campus

- Polythene eradication awareness
- Plastic free campus
- World Sparrow Day
- World Ozone Day
- Wildlife conservation week

Human Values

- State level Conference on Human Rights and Present scenario in India
- Blood Group Testing
- Clothes distribution at Melghat
- Visit to Old age Home
- Blood Donation Camp
- World Aids Day
- Aids Awareness
- Celebration of NSS Day
- NSS special Camp
- International Yoga Day
- Indian Constitution Day on 26 November
- Baliraja Chetana Abhiyan

Professional Ethics

- Soft Skills Development Workshop
- Workshop on Cyber crime
- Certificate Courses
- Career guidance placement cell.

File Description	Document
Any Additional Information	[View Document](#)

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 12

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 12

File Description	Document
Details of the value-added courses imparting transferable and life skills	[View Document](#)
Brochure or any other document relating to value added courses.	[View Document](#)
Any additional information	[View Document](#)

1.3.3 Percentage of students undertaking field projects / internships

Response: 20.09

1.3.3.1 Number of students undertaking field projects or internships

Response: 128

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise
A.Any 4 of the above

B.Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A.Any 4 of the above

File Description	Document
Any additional information	[View Document](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	[View Document](#)
URL for stakeholder feedback report	[View Document](#)

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: C. Feedback collected and analysed

File Description	Document
Any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of students (other states and countries)	[View Document]
Institutional data in prescribed format	[View Document]

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 83.52

2.1.2.1 Number of students admitted year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
272	302	335	327	328

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
372	360	384	384	372

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

2.1.3 Average percentage of seats filled against seats reserved for various categories as per

applicable reservation policy during the last five years

Response: 97.81

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
189	181	200	186	192

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Special Program for Slow and Advanced learners

Test Exam

Unit Tests, terminal exam and internal assignment tests are taken to both advanced learners and slow learners on the basis of their grasping level to improve their academic performance of the subject.

Home assignment

Slow and advanced learners are given Home Assignment. Easy questions are given to the slow learners and difficult questions are given to Advanced learners .

Tutorials

Parent University has prescribed tutorials for Mathematics, Physics and English. These tutorials are utilized to solve the difficulties of slow learners and improve their academic level of subjects.

Access to E- Resources

Membership of SOUL, Shodhganga , reservoir of Indian theses, and Inflibnet are provided to advanced learners, They are recommended various websites.

Mentor mentee scheme

Most of our students are from rural. These students are motivated through counseling in the Mentor mentee meetings.

Group Discussion

Group discussions are also organized in the college.

Extra Classes

Extra classes are organized for slow learners who fail in the previous university exam.

Question Papers

Students are recommended question papers of previous exams to prepare for university examination.

Extra BT Cards

02 Extra BT cards are given to advanced learners for enriching their learning experience and preparing them for competitive exam.

.**Career and Counseling Cell**

Platform for the preparation of competitive examination. 02 Extra BT cards are given to advanced learners to avail the study material from library.

Field Visits

Study tours, field visits, excursion tours, industrial visits are organized by the various departments. The faculty of Science and commerce organized study tour at Chikhaldara,

Department of Zoology organized study tour at Lonar Crater (M.S.),and at Wild life Sanctuary Katepurna , Dist. Akola, The NSS Unit of the college organized visit tour to Old Age Home at Manora. Departments of Economics and Commerce organized Study tour to APMC Manora.

Motivational Guest Lectures

Motivational guest lectures are organized at college level for heightening students' learning experience and inculcating human values.

Special Progam for Advanced learners:

Poster presentation

Advanced students are also motivated to participate in AVISHKAR which is University Level Intercollegiate Research Festival. Poster presentation competitions are also organized.

Seminar for Students

Students are encouraged to participate in seminar so that they could learn presentation skill as well as advanced knowledge of the subject.

Subject Merit Scholarship

To inspire advanced learners the institution has started subject merit scholarship in which 02 topper students in university examination are awarded prizes by each faculty member.

Free Book Set

Free book sets are given to advanced learners.

WhatsApp group

Whats App groups are formed to resolve the problems of students. Recent information is circulated to the students through subjectwise group.

Co-curriculum competition

Co-curriculum competition like seminar, poster presentation ,workshop, debate competition, elocution sports competition research project are organized for advanced learners at the institution. Students are also sent at university and state level competition.

File Description	Document
Any additional information	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.2.2 Student - Full time teacher ratio

Response: 30.38

File Description	Document
Any additional information	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.31

2.2.3.1 Number of differently abled students on rolls

Response: 2

File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document
Any other document submitted by the Institution to a Government agency giving this information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

The main objective of curriculum planning is to make teaching learning process dynamic. Curriculum delivery is planned in such a way that students actively participate in the learning process. Teachers of the college use student centric methods as experiential learning, problem solving methodology, and participative methods.

Experiential Learning.

Practicals : All the subjects for which practical sessions are assigned by the university are conducted in their respective laboratories. Students are encouraged to perform practicals. They participate in various activities of research like Avishkar. Department of Physics organized one day workshop on designing Electronic instruments. Department of Home Economics prepares various food items and articles in their practical classes. Students of Music are encouraged to perform in college program.

Project

  Research Projects are given to the final year students on broad themes of the syllabus.

Research Ventures

The institution has been participating in the university research convention and has bagged many prizes of district level. One student from the institution represented University at state level research convention. The institution incubation centre guides the students to participate in Avishkar competition, University and State level poster Presentation, seminar and model competition.

Field Visits, Industrial Visits

The curriculum based excursion tours, field visits, industrial visits are organized by the institution.

Participative Learning

Students are encouraged to participate in learning process. Members of student council actively participate

in organizing quiz competition, seminar, elocution, extension gathering sports programs of the college . Co-curricular activities such as Group Discussion, Seminar, Poster presentation are organized by Subject Association of every Department. Because of the language lab students could attain the communication skill and face the interview confidently**Group Discussion**

Group discussions on various topics related to curriculum are conducted in classrooms. At least 02 group discussions are conducted by each teacher of the college.

Study tour

Department of Botany took students to forests meadows to acquaint them with various plants species and their life cycle and went on tour to Lonar, Parwa Dam and Akola. Department of Commerce went on tour to Chikhaldara, Home Economics department went on tour to Karanja Lad. Students of Zoology went on tour to Stations Katepurna, Chikhaldara and Lonar. Deptt of Chemistry also went on our to Chikhaldara, Lonar and Shivaji College Akola, Bio tech department of Akola, Dairy technology College Pusad.

Ethno botanical Garden

Students of Botany Department developed Ethno botanical garden. This resulted in studying of natural vegetation. Various medicinal plants are planted in the Ethno botanical garden of the college.

Problem Solving Methodology

Tutorial in Physics Mathematics English are used for solving difficulties of the students. Whats App group are used for solving students problem. Faculty members of all subjects solve the problem by holding interaction with students.

Water-Analysis Program

The department of Chemistry runs the "Water-Analysis program" through students by collecting the water samples from local bore-wells and water bodies, and calculates seven different parameters like TDS, Ph, hardness, DO, turbidity, conductance, free Cl and BoD.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 100

2.3.2.1 Number of teachers using ICT

Response: 21

File Description	Document
List of teachers (using ICT for teaching)	View Document
Any additional information	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 37.47

2.3.3.1 Number of mentors

Response: 17

File Description	Document
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

Innovation In Teaching Learning Process:

 The institute has provided every facility to make teaching learning process more innovative and creative. Projectors, Internet facility, Soul, N-list, ETNL software are available in the institute to make the teaching learning process more interesting.The use of these audio-visual aids has motivated students. The college provides computers/laptops, internet connectivity, campus Wi-Fi facility, INFLIBNET, Shodhganga, and other ICT facilities for effective teaching-learning. IQAC of the college has organized workshops/ seminars on e-resources.

Innovative Methods :

Deptt of Languages:

 Deptt of Languages use several innovative methods such as interactive teaching like GD, Quiz etc. Faculty members from department of languages devise language learning process activity based. Correct writing and correct pronunciation are taught. Department of English has established Language Laboratory in which Interactive software ETNL is used. YouTube videos based on syllabus contents are shown to enhance the learning experience of students.. Online Interviews are also shown to the students so that they could gain the technique of facing interview.

 Department of Music:

  The department of Music Shows online performance of the playback singers and music composers to

students.

Deptt of Commerce:

Case study, Project methods are effectively used in teaching in Commerce Faculty. Department of Accounts shows audit report to the students and they learn how to prepare audit.

Science Department :

Before teaching, demonstration method is used. In this method an equipment, a device or a process is first demonstrated to a group of students before explaining the theory behind it. This makes the process of learning more simple and effective. Department of Chemistry uses charts models and animated chemical reaction in teaching learning process.

The college permits teachers to participate in seminars, workshops and to get acquaintd with the recent development in the innovative teaching.

Creative Methods:

All the teachers have formed the WhatsApp groups for the easy transfer of information to mentees. The college website is functional and students can get ample information through it. Teachers give the topic to present in the classroom. Stuents are asked to write articles on different topics and wallpapers are prepared. Online dramas are shown to students.

File Description	Document
Any additional information	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 72.38

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 27.34

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
08	07	06	03	03

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	[View Document]
Any additional information	[View Document]

2.4.3 Teaching experience per full time teacher in number of years

Response: 14.14

2.4.3.1 Total experience of full-time teachers

Response: 297

File Description	Document
Any additional information	[View Document]

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document]
e-copies of award letters (scanned or soft copy)	[View Document]

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The college has initiated continuous internal evaluatin according to norms and guidelines of parent University. Examination Committee is separately constituted for conduction of all internal examination and continuous internal evaluation. One faculty member from each faculty is nominated on examination committee. The committee in the beginning of the session prepares plan of continuous internal evaluation and the same is circulated to every faculty members of every department. The same program is communicated to the students through website and Notice Board and in classroom. The internal examination committee monitors and conducts internal examinations in the college . For the Continuous Internal Evaluation, the college conducts tutorials, unit tests, departmental seminars, project works, practical examinations, home assignments, online test etc. The college has developed department wise criterion for assigning internal marks according to the guidelines of the parent university. At the commencement of every academic year, the students are made aware of the continuous internal evaluation mechanism which includes nature of question papers, marking scheme, various types of evaluation methods. The syllabus for the internal examination is communicated to the students in advance by the concerned subject teacher. Internal Examination Committee works to prevent malpractices in the examinations. Internal marks obtained in the examination are displayed on the departmental notice board. The answer sheets are shown to the students after evaluation for their information which provides transparency and accountability in the evaluation process. After the results are announced student can seek a revaluation of their answer sheets if needed. Tests results are shown in 10 days to the students. Students who are not satisfied with the results are given fair chance to reappear for examination. Those students who are absent on account of participation in extra-curricular activities like sports and NSS they are assigned separate time to complete their internal assessment. The benchmark of the evaluation includes attendance, tutorials, practicals, field projects, research projects, assignments/seminars/oral presentations and the score secured in the internal tests. The question papers for the internal examination are prepared in a uniform pattern and as per the guidelines of the University. Students grievances are taken care of and are redressed in a timely manner. Online internal marks are submitted to the university on the university internal examination portal. Mobile phone in the examination hall is strictly prohibited. Marks lists of the students are prepared after the evaluation 10 Toppers are sorted out from the Result of Unit Tests conducted by the

subject teachers and meeting in the classroom is held with them in the presence of all the other students and they are told that they topped in the Test .thus they are encouraged.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

If there occurs any mistakes in the marsksheets of students issued by the University in Internal Marks i.e. missing of internal marks or less figuring of marks then they are got corrected by sending letters to University by the Principal. The college has envisaged a mechanism of internal assessment based on the guidelines of the Parent university so as to make it more transparent and robust in terms of frequency. The general guidelines specified by the university in conducting the internal assessment at college level are followed in all under graduate courses where the semester pattern is prescribed. These assessments include Class Tests, Tutorials, Seminars, Group Discussions, Online Test, Assignments, Presentations, Projects, Problem Solving Sessions, Quizzes etc. The schedule of the conduct of the internal assessment and the topics to be covered are pre-notified by the examination department to make the tests more organized, systematic and also to provide sufficient time for students for preparation. The question papers are prepared by the respective subject teachers in consultation with the head of the department to make sure that the question papers adhere to the general format prescribed by the university and to guarantee the quality of the question papers in terms of their intellectual rigor and creativity. In the case of a student who is selected in NSS or any cultural activities or sports at the university or state level is allowed to fulfill the requirements of internal exams with the flexibility and if necessary additional time is allowed for submission of written assignments. Criteria of the university as well as guidelines of IQAC of the college are given to the students in classroom for good score in internal Assessment. Students are observed throughout the year for assigning internal marks. Every aspect of the students' personality is taken into consideration before assigning them internal marks. After assessing the answer sheets, the concerned subject teacher arranges a personal meeting with each student. He/she explains the performance of the concerned student in all details and advises him on how to improve the performance in the forthcoming assessments test. The performance of the students is also displayed on notice board of the college and on the college website. This assures greater transparency in the conduct of internal assessments. answer to students after the examination. Weight age for unit tests vary from subject to subject. Performance of students in Internal exam is communicated to students. Personal guidance is given to academically weaker students. Students appearing for IInd and IIIrd SEM are asked to deliver the seminar. Topics are given for PPT to students. The College has the Internal exam committee. Teachers interact with students regarding Internal assessment. If any students fail to attend the Internal Exam due to their participation in NSS and Cultural Activities the college allows them additional time.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

The institute follows open evaluation system where the student performance is displayed on the noticeboard and the same is informed to the parents. Students are sensitized about the fact that they have every right to approach the authorities regarding any grievances they might have about any aspect of the conducting of the examination and evaluation.All grievances regarding evaluation, including the internal assessment marks awarded for the students, are redressed. There is a provision for re-evaluation and is permitted on request. The objectives of the grievance are to develop responsive and accountable attitude among the entire harmonious educational atmosphere in the institute.

University Examination Grievance

Our institute has a **grievance committee** in which a senior faculty from the staff is nominated. The grievances like examination misbehavior, indiscipline, malpractices, etc. are solved by the officer in-charge of University examination. The committee members resolve the issue by following all steps as per rules and regulations adopted by the Parent University. After declaration of the results, the dates for revaluation which are provided by the university are displayed on the notice board for the information of the students. **Re-totaling of marks**, Revaluation and Supplementary are time bound and efficient for the students. Students can apply for review of answer scripts to the Controller of examination of Parent University by filling up an application within 15 days from the declaration of university results.The students have the right to obtain a **photocopy** of their answer script from the parent university. The students can also request for re-evaluation of answer scripts on payment of prescribed fees. The procedure for re-assessment as well as providing photocopy etc. is time bound and efficient. If there is **change in marks**, then it is conveyed to the students through the Web portal of the university.Fresh result of the student is declared on the Parent University web portal. The decision on malpractices in any examination is bound to the student.

Notification and ordinance of Parent University 19/2001, 20/2001, 21/2001, 22/2001, 66/2010, 16/2007, 40/2017

Directions are to deal with examination related grievances

Relevant Links For Revaluation http://www.redressal.sgbau.ac.in

Internal Examination Grievance

The separate committee is constituted by the Principal of the institution for conduction of internal examination. The committee looks after every matter of internal assessment including planning, preparing time table, conducting examination, declaring result and redressing grievances if any. The grievances of the internal assessment are solved as per the guidelines of the institution. Internal assessment marks are

displayed on the notice board before submitting to the university. If the student complains about internal assessment the committee solves the grievances in due time. Students who were absent for internal examination tests and activities on account of participation in NSS Sports or cultural are given fair chance in subsequent tests and activities. Answer script evaluated by the concerned teacher are shown to the student in classroom and students are advised to modify their answers.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

College Academic Calendar

The Parent University in the beginning of each academic session prepares academic calendar. The university takes care of every aspects of teaching, learning and evaluation process. In the same way the college prepares its own academic calendar and is circulated to the students in Prospectus, on college website and in classroom. The college strictly follows University academic calendar. Teaching days are given to every teacher in the beginning. Time fixed for internal examination, Terminal examination, University examination are given in the academic calendar. The Principal of the college addresses the newly admitted students to make them aware of various facilities, rules and regulations, and examination related activities

Academic Plan

Every teacher of the college prepares their own academic calendar for teaching learning and evaluation process. Every teacher allots sufficient time for the curricular and extra-curricular activities. Every teacher prepares their own teaching plan in tune with academic calendar of the University and institution and is strictly followed. Teachers organize Bridge course, group discussion, seminar presentation project work, excursion tour on the time assigned for particular activity. Department of library science and Physical education also have their own academic calendar. Library organizes book exhibition, competitive examination and aptitude test in the time of less academic activities. Sports department organize their sports activities in between two semester of the year. NSS organize its Special camp after examination vacation before beginning of the even semester. Internal assessment examinations are conducted on the time fixed by exam committee. Record submission, practical examination and Viva Voce are conducted on time given by the University.

Examination Committee

Examination committee in the beginning of the session prepares its schedule for conduction of continuous internal examination. Unit Tests are conducted in the first week of every month and result is declared after 10 days.

Review of Syllabus

Review of Completion of syllabus is taken by the incharge of faculty. Teachers submit monthly report through Daily Diary.The principal of the college regularly conducts departmental meetings to ensure the better functioning of the academic and examination related activities. It is mandatory for the students and the faculty to adhere to the academic calendar for the completion of academic activities. Teachers also maintain the diary which embodies departmental planning and Academic Calendar and review of syllabus is also taken in accordance with that.

File Description	Document
Link for Additional Information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

The Program Outcomes (PO), Course Outcomes (CO) and Program Specific Outcomes (PSO) are stated and displayed on the websites. It is also posted in the college notice board

These are informed to the students in the class room**.** The syllabus for the academic year is provided in the beginning. The students are informed about the possible career opportunities after the completion of courses. Every text book contains these objectives in its preface.

The institution has formed communication channels among all the stakeholders to ensure that objectives of the curriculum are achieved in the course of implementation. Once the academic session is in full swing and all the laid action plans are being followed, the college at various points takes stock of the effectiveness of these action plans. Also, the college ensures that during the course of implementation, the stated objectives of the curriculum are achieved.

To do this, various practice tests, yearly exams are conducted to monitor the outcomes of the

syllabus. Systematic documentation is maintained to review the outcomes of the curriculum.

If at any step, the college realizes that the laid objectives are not being achieved, the college plans for a remedial action and strategies are devised to cover up the gaps, if any, in the delivery of the curriculum to ensure that it enables the college to achieve the stated objectives of the curriculum.

File Description	Document
COs for all courses (exemplars from Glossary)	[View Document](#)
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The College offers UG course under the faculty of Arts, Commerce and Science. For this the institution follows the curriculum designed by our affiliated university. POs,PSo and COs are evaluated by the institution and communicated to students on notice board, in classrooms and uploaded website.

The college has mechanism to measure attainment of POs, PSOs, and COs. These outcomes are measured collectively. Firstly these outcomes are displayed on the college website, communicated in classroom. Question papers in internal assessment, term end, semester/annual examinations are set in such a way that they test the specific course objectives. The course teacher conducts programs like Seminars, Group Discussions, Various problem solving exercises, Poster/Model preparation, exercises involving logical reasoning etc. to assess the depth of theoretical knowledge and skill and applied communicative ability of the student. The class teacher carefully maintains the records of the performance of each of the student. The course outcomes are measured in terms of marks scored by the students in University Examination and Internal assessment. It is measured in comparison with University average result. PSOs are measured in terms of students' participation in subject related co-curricular and extra-curricular activities like Group Discussion, Seminar, Project Work, Field trip, Elocution competition, Debates and cultural activities. POs are measured in terms of marks scored by the students throughout the degree program and achievement of the students in social and personal life. After measuring attainments of POs, and PSo it has been observed that the strength of students as well as passing percentage of students increased and number of students in 1st division and distinction increased progressively. Number of students UG to PG increased progressively.

Session	2015-16	2016-17	2017-18	2018-19
Strenght	229	219	242	205
Result (B A III)	59.09 per cent	55 per cent	44.83	55.17
First	11	6	7	7
Second	11	9	5	12
UG to PG	5	6	5	9

Session	2015-16	2016-17	2017-18	2018-19
Strength	157	156	141	133
Result (B com III)	14.81	15.63	42.85	23.63
First	1	3	3	7
Second	1	1	2	4
UG to PG	2	2	4	5

Session	2015-16	2016-17	2017-18	2018-19
strength	258	265	255	227
Result (B Sc III)	53.49	66.67	65.15	73.68
First	7	9	20	19
Second	2	6	3	5
UG to PG	4	5	5	10

Thus we have sorted out the attainment of COs i.e. stated as follows-

Attainments of Arts faculty

Attainment of COs of HECo B.A.III 2018-19

Percentage of Passing Students	100%
Percentage of First Class	70 %
Percentage of Distinction	29%
Percentage of Students Less than 35%	00%

Attainments of Commerce faculty

Attainment of COs of Accountancy B.Com.III 2018-19

Percentage of Passing Students	70.54%
Percentage of First Class	44 %
Percentage of Distinction	22%
Percentage of Students Less than 35%	29.46%

Attainments of Science faculty

Attainment of COs of Botany B.Sc.III 2018-19

Percentage of Passing Students	67%
Percentage of First Class	65 %
Percentage of Distinction	8.6%
Percentage of Students Less than 35%	43%

File Description	Document
Link for Additional Information	[View Document](#)

2.6.3 Average pass percentage of Students

Response: 53.01

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 88

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 166

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.5

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of project and grant details	[View Document]
e-copies of the grant award letters for research projects sponsored by non-government	[View Document]

3.1.2 Percentage of teachers recognised as research guides at present

Response: 9.52

3.1.2.1 Number of teachers recognised as research guides

Response: 02

File Description	Document
Any additional information	[View Document]

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 40

File Description	Document
Supporting document from Funding Agency	[View Document](#)
Funding agency website URL	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

Concept of Incubation

The college always value innovative ideas of the students. The college always strives to explore new ideas of students. The college has organized various activities for students for their overall development. Every year college participates in 'Avishkar' a research conviction started by government of Maharashtra for university students. Students are also sent to the 'Students Parliament 'which is state level program iconic figures from all walks of life address students in the student parliament. The college always tries to provide learning and growing opportunity to students until now the college has organized two soft skills program for the development of the students .In the soft skills development program experts nominated by the parent university guide students on various topics ranging from interview technique to Group discussion. Students are also encouraged to explore their literary competence; they are encouraged to write poems, stories, articles.

'**Avishkar**' research conviction for university students started by the Govt. of Maharashtra Vidyasagar Rao the college always participate in 'Avishkar' students from our college are sent for district level Avishkar 06 students from various department got second and first prizes at district level. **Niva**nti N. Raut, Ku. Shubhangi A. Patil, Ku. Shivani Z. Umare, Ku. Pushpa B. Lawate& Ku.Kiran A. Lawate. got prizes in district level Avishkar. 'Avishkar' Mustakim Makwani from commerce faculty represented university at state level Avishkar' research committee in every year organize workshop for the Avishkar preparation. In the current academic session 2019-20 the college organized the District level teacher coordinator workshop, Avishkar aspirant from the colleges also participated in the workshop.

Science faculty teachers organize university level seminar and poster presentation to develop student's innovative ideas.

Even Students of Commerce guided Mr. Prathamesh Manorkar of B.Com, regarding body building, and health center, he has established health center at Manora & all the people of nearby area are beneficiaries.

Literary Competence

The college publishes 'Akshar' lierary magazine annually for literary development of the college. Students are encouraged to contribute their creation for the magazine. The college also promotes budding orators of the college. Ex-students of the college namely Yogesh Thakare and Nilesh Thakare they have

started their Youtube Channels Amar Kakade of B.A. II got II Prize in Elocution Competition at Butle College Digras. Student Named Hrushikesh Mang is a good religious narrator. Department of languages organize poets gathering to read out poems and stories written by students and Poem & easy writing competition.

Committee of Incubation

Dr. N. S. Thakare   Chairman

Dr. M. N. Iqbal   Coordinator

Dr. A. S. Nile   Member

Dr. J. N. Kamble   Member

In session 2019-20, college organizing District level Avishkar competition of parent University. College is planning to bring new ideas by organizing exhibitions at tehsil level Schools/ colleges. These ideas are incubated in colleges by providing good expertise of experts.

Incubation committee of college helps to incubate ideas of researchers to complete their research work.

Innovative cultural programs & exhibition form society are organized for students for extraction of innovative ideas.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 21

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
10	06	03	01	01

File Description	Document
Report of the event	
List of workshops/seminars during the last 5 years	
Any additional information	

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

File Description	Document
e- copies of the letters of awards	
Any additional information	

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 2

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 04

3.3.3.2 Number of teachers recognized as guides during the last five years

Response: 02

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 1.04

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
03	08	06	03	00

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)
Any additional information	[View Document](#)

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 1.09

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
03	00	01	08	09

File Description	Document
List books and chapters in edited volumes / books published	[View Document](#)
Any additional information	[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

From 2014-15 to 2018-19 institute performed various extension activities in the nearby villages and sensitized the villagers towards social issues. The details of which is as follows:

The college for last ten years is *FELICITATING MERITORIOUS STUDENT* of the Manora Tehsil until

now the college has felicitated 150 meritorious students. The sole objective of this practice is uplifting quality of the locality and makes them competitive for quality culture.

Swaccha Bharat Abhiyan is organized at 14 villages of Manora consistently through students. College Campus is also regularly clean by employees and students under this drive.

NSS Unit, teachers and students of college collect the usable cloths and distributed at Melgaht tribal area of Maharashtra Regularly from last 4 year. Near about 3000 *CLOTHS DISTRIBUTED* per year.

The colleges organized *BLOODS TESTING AND BLOOD DONATION CAMP.*

Department of Chemistry regularly checks *DRINKING WATER QUALITY* of the samples brought by students and informs them about quality of water.

Central Library provides *EXTRA. B.T CARDS* to meritorious students even provides the book set newly admitted 5 toppers from each faculty.

College regularly organizes *SERIES OF DISCOURSE ON GREAT PERSONALITIES* for these program, guests are invited.

Nutrition week

Department of Home Economics organized nutrition week at village & made women aware about their diet during pregnancy on 3/3/17, 200 women participated.

Students *VISITED OLD AGE HOME* interact with old people & helped them by giving fruits, cloths, blankets and towels etc.

ANTI SEXUAL HARASSMENT PROGRAMME arranged on 27/4/17. Approximately 150 students attended the programme.

APTITUDE TEST FOR COMPETITIVE EXAM organized between Aug & Jan every year.

Work on *WATER HARVESTING* is being done at college since Aug. 2016 about 10 lacs of water recharging from 3 water recharging pits.

Voter awareness

College arranged workshop for voter awareness.

Female Foeticide:

College organized the workshop on female foeticide.

Plastic Free Campus:

The college practices plastic free campus. The college conducts awareness rally for plastic free environment. The college even distributed clothes bags in the locality.

Sustainable Natural Agriculture farming:

Sustainable Natural Agriculture farming is started behind library yard since 2 Jan 2017. during this activity students visited organic farms in local areas and college organized one day *Workshop on Sustainable, Natural Agriculture* on 02 January 2017.

- **Defecation free villages movement:**

Defecation free villages movement performed since 26thJan to 1 Feb-2017.

- **HIV Camp:**

HIV & Health Checkup camp organized on 1 December every year.

- **Yoga Camp:** The College regularly organizes Yoga Camp for students as well as teachers on International Yoga Day. Yoga is also taught to students in NSS Camp as practice.
- **Environmental Awareness:**

The Department of Botany regularly organized awareness of Medicinal plants by organizing workshop. Department of Physics creates awareness about renewable energy in nearby villages. Department of English conduct workshop on spoken English and personality development. Department of Commerce organized financial literacy Program. Department of mathematics is propagating Vedic Mathematics in nearby villages.

File Description	Document
Link for Additional Information	[View Document]()

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 6

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
00	01	05	00	00

File Description	Document
Number of awards for extension activities in last 5 years	[View Document](#)
e-copy of the award letters	[View Document](#)

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 38

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
09	09	08	08	04

File Description	Document
Reports of the event organized	[View Document](#)
Number of extension and outreach programs conducted with industry,community etc for the last five years	[View Document](#)
Any additional information	[View Document](#)

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 24.92

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
90	257	232	103	100

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 6

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3	2	1	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Copies of collaboration	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	00

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	[View Document](#)
Details of functional MoUs with institutions of national, international importance,other universities etc during the last five years	[View Document](#)
Any additional information	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The college has 11 classrooms with 30×20 sqft and B.com I classroom with 20X 31sqft size, B.com III 17X 25 sqft and Music room 17X 15 sqft for teaching learning process. The classrooms are according to the requirement specified by statutory bodies. The classrooms have proper ventilation with adequate lights and fan facilities. There is a proper electric supply in every classroom. These classrooms are constructed according to the intake capacity of the institution. Sufficient furniture is available in every classroom.

Laboratory

The college has 09 Laboratories ie Home Economics laboratory, Physics, Zoology size , Chemistry, Botany having 30X 20 sqft respectively. Language and Commerce Computer laboratory of 22X 20 sqft and Computer Science Lab 25X 11. All the laboratories are equipped with essential equipments and apparatus. Practicals of various subjects are conducted as per curriculum. Computer lab and language lab are well equipped with standard software and desktops. Various software are installed in computers as ETNL and others .Home Economics laboratories is also also well equipped for conducting Home Economics practical.

Computing Equipments

A WI-Fi arrangement is established in college along with 04 LCD projecto,r Printers, Scanner and other facility useful for teaching learning.

Library

The college has library of 50 X 35 Sqft with various facilities as Newspaper, Books, Reading room ,Stack room reprography facility and browsing center for student..

Auditorium Hall

The college auditorium of 55 X 35 sqft is a central facility where seminars, guest lectures, alumni meets, cultural activities, are organized. Auditorium hall is used for organizing workshops, programs. Podium with built in speakers and recording facility is used in Auditorium hall in programs.

Research Center

The institute has a Research Centre in Chemistry.

Communication Lab

The College has an exclusive English communication skills lab which includes interactive modules on

Basic and Advanced Communication skills. ETNL software from Kochhi Kerala is installed in communication lab.

Ethanobotanical Garden

Botony department alongwith students maintain Botanical garden. Ethanobotanical garden is used for medicinal plants study. Students regularly visits the garden for studying medicinal plants.

Browsing center

The college library provides browsing facility with 07 computer and internet connectivity

N.S.S.

The college has a very active N.S.S. unit of 150 students through which social welfare programs are conducted.

Academic support facility

05 LCD projectors, 01 institutional Laptops, 3 scanners, 5 printers, 01 Stabilizer, and 1 Over

head projector, and solar system and 5.5 KV generator are also available for the teaching process.

Administration Block

The College has a separate block for administration.

Drinking water facility

The water cooler is available in the college for pure drinking water. The potable water is analyzed by Maharashtra pollution Control Board Nagpur.

Common Room

Common Room is available in the college for girl students. Recreation facilities are available in the classroom

CCTV

The college is under the surveillance of 24 CCTV Camera. Cameras are working at Classroom, Library, Hall, Corridor.

File Description	Document
Any additional information	[View Document](#)

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities

Response:

The institution has adequate facilities for sports,games (indoor, outdoor, Gymnasium,Yoga center etc) and cultural activities.Area size year of establishment and user rate

Response

Outdoor Games

. College has various playgrounds in its premises. It has Volleyball ground of 18m×9m Year of establishment of the ground is 1994.and user rate per month is   15%

The college has Badminton ground of 13.4m×6.1myear of establishment of the ground is 2006-07 and user rate of the ground is 13%

The college has spacious Basketball ground of 28m×15m year of establishment of the ground is 1994 and user rate is 13%

The college has Yoga center Meditation Hall of 13.63m×4.84m year of establishment of the center is 2018 and user rate is 8%

The college has Kabbadi ground of 13m×10m size year of establishment of the ground is   1994 and use rate is 9%

The college has KHO-KHO ground of 27m×16m size year of establishment of the KHO-KHO is 1994 and user rate is 14%

The college has Single and double Bar of 16 x 8 m year of establishment is 1994 and user rate is 14%

The college has Double Bar of 6×3m year of establishment of the ground is 1994 and user rate is 14%

The college has Ground for Long Jump and Throwing Event ground.

The college has Cricket Net practice.

All these ground along with Physical Director are great opportunity for students to develop their sports ability. All the grounds are according to the requirements specified by the agency. There are various equipment available for checking students' progress in particular games. All the facilities related to sports are provided to students in the college premises. Ground for playing cricket is made available outside the college premises.

Meditation Center

Yoga and Meditation are conducted in the morning. It is a great help for students in terms of stress management in examination period. Students interested in Body building are guided by physical director with the help of alumni who won prizes in body building competition.

Auditorium Hall

The college has spacious auditorium of 55m×35m for conducting cultural program. Seating capacity of the auditorium is 500 students. Auditorium hall is equipped with proper power supply lights and fan facilities LCD Projector is fixed in the auditorium hall. Podium is available in the auditorium Hall.

Cultural Activities

The college has cultural committee it prepare yearly plan.Cultural activities are performed in the college auditorium hall and outside supplier are hired in case of mega events like gathering and other. Cultural activities are also organized by NSS unit of the college. The NSS volunteer participate in the University and state level cultural activities.

Gym

The college has 16X 36 sqft gym facility for students and staff with 20 Students capacity. The Gym is open in working hours. Separate batches are arranged for girls and boys. The gym is open for outsiders after working hours.

File Description	Document
Any additional information	[View Document](#)

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 35.71

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 05

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	[View Document](#)
any additional information	[View Document](#)

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 21.09

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
37.09	20.20	22.69	24.38	18.72

File Description	Document
Details of budget allocation, excluding salary during the last five years	[View Document](#)
Audited utilization statements	[View Document](#)
Any additional information	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

Yes, Library is automated using Integrated Library Management System (ILMS).

The College has purchased (dated on 12th March 2014) Software for university libraries (SOUL) Current Version 2.0.0.12.This Library Software is designed and developed by the Information and Library Network Gandhi Nagar Gujrat (INFLIBNET) Centre, Gandhi Nagar, Gujarat, based on requirements of college and university libraries. It is user-friendly software developed to work under client-server environment.

- **Nature of automation**

Our College Library is partially automated by SOUL 2.0 software. This Software enables efficient library administration to provide user services. The SOUL Software has following Modules. Each module has further been divided into sub modules to cater to its functional requirements

- **Acquisition**-The module enables library staff to handle all the main functions, such as Suggestions management; Order processing, cancellation and reminders; Receipt, Payment and budgetary control; Master files such as currency, vendors, publishers etc.; and Reports.
- **Catalogue**-Catalogue module is used for retrospective conversion of library resources. It also facilitates library staff to process of the newly acquired library resources. The strong features of catalogue module are: allows cataloguer to create their own templates for data entry of different library resources; different templates for leaders and fixed fields of MARC21; allows user generated customized reports; facilitates authority database of person name, subject headings; supports copy cataloguing in MARC21 format by using ISO-2709 standard; master database of

publishers.

- **Circulation**- This module takes care of all possible functions of circulation. Sufficient care has been taken in designing this module starting from membership management, maintenance and status of library items, transaction, Inter Library Loan, renewals & reminders, search status and report generation according to the status of the items. Major functions of the circulation module:Membership; Transaction; Inter-library loan; Overdue charges; Reminder; Search status;Maintenance of the items such as binding, lost, replace, missing, withdrawal, etc.; and Report generation based on the various requirements.
- **On-line Public Access Catalogue (OPAC)**- One of the major attractions of SOUL is its robust Online

Public Access Catalogue (OPAC). The OPAC has simple and advanced search facility with the minimum information of the item by using author, title, keywords, class number, accession number or combination of any of two or more information regarding the item.

Serial Control- Managing serials is the most complicated job for a library. The module keep track of serials in the library effectively and efficiently.

Administration- More features have been added to the administration module of the SOUL 2.0.

The module has been divided into three major sections for accommodating the new features; those are User management, System Parameters and Masters.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The Library of the Matoshri Subhadrabai Patil Arts, Science & Late Pandurangaji Thakare Commerce College Manora is established in the year 1986. The college is much enthusiastic about library enrichment. The College regularly allocates budget for the regular purchase of books and journals. The college has prescribed Inflibnet N-list facility in the liobrary for accessing digital rarebooks . The college has also registered on www.iitkgpndl.ac.in for accessing rarebooks. Few manusripts and rare photographs are available in the college library in hard copy. Students and teachers are recommended websites like http://www.rarebooksocietyofindia.org),

National   Digital   Library   in   India   (https://ndl.iitkgp.ac.in/,   National library,(http://www.nationallibrary.gov.in),   Archaeological   Survey   of   *India*   ASI

https://sanskritdocuments.org/ scannedbooks/asiallpdfs.html Kalasampada : Digital library for manuscript & other websites . The downloaded digital rare books special reports are stored in library computers and on college websites. These Websites are displayed on the library notice board for accessing digital Rarebooks.

Encyclopaedia : Encyclopaedia, Dictionary, Yearbooks & other Reference books are available in college library.

.

E- Resources : The College Library provides recent and most complete access to e-journals, e-books and other e-reference

.

Competitive Exam section::Competitive Exam section of the College library is well stocked books on MPSC, UPSC & Other competitive Exam are available in the college library.

Other Knowledge Resource: The institution has 20 Journals, and 10 newspapers.

OPAC Facility is available in the college library. Library automation software SOUL 2.0 is used in the college library.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

4.2.3 Does the institution have the following:

1. **e-journals**
2. **e-ShodhSindhu**
3. **Shodhganga Membership**
4. **e-books**
5. **Databases**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document
Any additional information	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 1.13

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0.59642	0.73112	0.57914	0.20270	3.54322

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document
Any additional information	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Any additional information	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 4.56

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 30

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

In the beginning Subhash Thakare the then MLA donated 03 Computer in 2007-08

Bhawana Gawali Member of Parliament Risod Constituency donated 13 Computers to the college.

Vasantrao Khotre Teacher constituency Member of legislative Assembly donated 01 Computer to the college

The college purchased 21 computers for language Lab in 2014-15 through of UGC Grants

07 Computers Purchased in 2018-19

The college in earlier period had purchased dial up connection of Internet

In 2011 -12 the college purchased Wi- Fi connection and upgraded Wi Fi Connectivity in 2013

Presently college has LAN Facility in Library, Computer Lab and Language Lab.

The Software SOUL 2.0 is used in College Library.

The college purchased Office Atomization Software in 2016-17

The ETNL Software is used in Language Laboratory it is purchased in 2014-15

The college started DHML static website in 2013-14and it is updated to dynamic in 2016-17

In 2014-15 the college purchased 03 LCD Projector and in 2018-19 the college purchased 02 LCD Projector

The college has started using social Media like YouTube , Whats App , Educational Website , Digital Library , Inflibnet Subscription Etc.

Computers updating :

Institution frequently updates its IT facilities, at the start in college 01 computers was available in 1993, Most computers have window-7 operating system or above with current configuration. Now currently college has 47 Computers out of these some have 1 GB Ram while others have 2 GB Ram Every faculty members have their laptops. They use their Laptops for teaching learning process. Besides the college has

purchased 01 laptops to use in administration.There are 07 computers for administration in Lan with Internet Facility.

Internet Facility:

The institution has internet facility through optical fiber. The institution has 3 broadband connection of 2 mbps capacity from BSNL. Internet service is updates from dial up connections to portable wi-fi dongles.

Software Updating:

The Computer maintenance committee and Principal look after the internet needs and upgrades the software and systems. Some of the systems, printers, copiers, scanners are LAN synced with internet facility. ETNL software is used in Language laboratory. Soul 2.0 software is used in library. Office Atomization software is installed in administration. Dotcom Infotech Amravati update Office atomization software from time to time. The college has signed an MOU with Dot Com infotech.

Wi- Fi :

The free Wi-Fi facility is available inside the campus for both students and faculty members in the college. computer lab, language lab and office of the college are connected through LAN/ WI-FI.These facilities of the college are regularly maintained and the college ensures that the benefit of the facility is available to all the students enrolled and the staff members of the college.

CCTV : The college had purchased 20 Cameras in 2015-16 and 04 Cameras are purchased in 2019-20

4.3.2 Student - Computer ratio

Response: 15.95

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)
>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: <5 MBPS

File Description	Document
Any additional information	[View Document](#)

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	[View Document](#)
Any additional information	[View Document](#)
Link to photographs	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 13.28

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
14.41	14.12	14.37	13.61	16.65

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	[View Document](#)

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

There are established system and procedure for maintaining and utilizing physical, academic and support facilities.

Procedure

Principal of the institution has formed various committees for maintaining and utilizing physical, academic and support facilities. Every committee in the beginning of the session presents its action plan to the principal of the institution. Every activity is organized in proper coordination after thorough discussion with the principal of the institution. Various classrooms are allotted to the class according to the strength and need of the class. There is a co-ordination in organizing various programs in auditorium. Auditorium hall is used for various programs, cultural activities for Presentation and others. Physical infrastructure is

sufficient and is according to the norms of statutory body.

PHYSICAL FACILITIES

The physical facilities including Laboratories, Classrooms, Auditorium, playground, Seminar hall, Gym and Computers are made available for the students those who are admitted in the college.

Laboratories:

There are 09 laboratories in the college, Science building is separately constructed with attached laboratory and classrooms .Instruments and chemicals and other facilities are available in the laboratories. The college has Zoology laboratory, Physics, and chemistry laboratory. Computer lab is Separate and language lab is separate. Practicals are conducted in their respective laboratories. Language lab is used for conducting Communication skills classes. Laboratory assistant and laboratory attendant are appointed for the maintenance of laboratories .Budget is allocated in every year for upkeep and purchase of instruments in laboratory.

Class rooms:

The College has 13 Class Rooms with black boards. The broken furniture are noticed by the college maintenance committee and informed to the Principal for the next necessary procedure of purchasing through the Purchasing Committee.

Computers

All the stakeholders have equal opportunity to use those facilities as per the rules and the policies of the institution. The computer laboratory connected in LAN is open for the students, the office computers which are also connected through the LAN is consisting of the all the required software making work easier and are restricted to use only by the appointed office staff. The library computers are connected with LAN and internet and also they are loaded with the library software. Departments and the staff can make use of the computer system with internet in library.

Drinking water

The college has R.O. drinking water facility for staff and students.

The maintenance is done on regular basis by the supporting staff.

Parking

The institution has two separate parkingspace. Security guards are on duty in the parking areas.

Generator

The college has a generator facility to provide uninterrupted power supply to office.

Toilet

The college has separate toilet for male staff, female staff, girl students and boys' students. The cleanlinessis done by the contracted sweeper.

Canteen

Canteen has separate space for Staff as well as Students. This facility is available during college hours.

Ethonobotanical garden

The college Ethanobotanical garden is maintained by head department of Botany with the help of students.

ACADEMIC FACILITIES

The academic facilities like library, sports and other platforms supporting overall development of the students like NSS or Competitive examination cell etc. are open for the entire stakeholder. A provision of the budget for the library maintenance is made by the institute.

Library:

The college has separate library block consisting of reading room stack room Newspaper section, librarian's cabin .Library is partially automated using soul2.0 software. The college library has subscribed N-List Inflibnet facility students and staff. User Ids and passwords are allotted to the students and staff members there are 4619 Books in the library and 18 Journals are subscribed in the library 02 attendant are there for maintenance and upkeep of library.

Auditorium Hall

The college auditorium is a central facility where seminars, guest lectures, alumni meets, organizing cultural activities, conducts the program Career and Placement cell and other events are organized. For the use of this, the proper permission needs to be taken from the principal. CCTV is also incorporated for the security purpose in it.

English communication skills lab:

The College has an exclusive English communication skills lab. The admiited students for the courses use the lab. For the maintenance, the head of the department takes care of it.

ICT Resources

3 LCD projectors, 02 institutional Laptops, 1 scanners, , 2 Printers,02 Multifunctional Printers   01 UPS, are also available for the teaching process. These are used and maintained by the college.

SUPPORT FACILITIES

Sports Facility:

To meet and exceed the expectations of the students, adequate infrastructure has been provided for sports, games and cultural activities. Every year many boys and girls represent the college in interuniversity and University level sports competitions. There are badminton, basketball court, which can be used by student and staff.

Computer Laboratory:

The College has Computer Lab with 15 computers for the students. The supporting staff executes the maintenance of the computer.

Health Centre/ Gym

The College has a Health Centre for students and staff.

ESTABLISHED SYSTEMS

Monitoring system

For smooth functioning of the institution under the guidance of the principal of the institution, Monitoring system observe daily in which two staff members are included.

Internal committees

Various committees have been formed to look after the various Academic, Cultural and literacy activities.

Budget allocation

The college yearly allocates budget for the maintenance of the laboratories and the classrooms which a part of the teaching and the learning processes. The classrooms boards and furniture facilities are utilized regularly.

Cleanliness

The maintenance and the cleaning of the classrooms and the laboratories are taken care by daily monitoring experts and non-teaching staff.

Watchman

Watchman is appointed in the college to take care at night. He works as gate keeper in daytime .

CCTV

The College campus is under CCTV surveillance (16 Cameras) which is monitored by the Principal and recorded.

File Description	Document
Any additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 79.33

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
473	564	550	500	387

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	[View Document](#)
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)
Any additional information	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 2.91

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
44	37	11	01	0

File Description	Document
Any additional information	[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. **For competitive examinations**
2. **Career counselling**
3. **Soft skill development**
4. **Remedial coaching**
5. **Language lab**
6. **Bridge courses**
7. **Yoga and meditation**
8. **Personal Counselling**

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: D. Any 4 of the above

File Description	Document
Details of capability enhancement and development schemes	[View Document]()
Link to Institutional website	[View Document]()

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 54.76

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
297	372	476	384	190

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document]()
Any additional information	[View Document]()

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
00	0	0	0	0

File Description	Document
Details of the students benifitted by VET	View Document
Any additional information	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document
Any additional information	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 5.53

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	39	0	0	0

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 13.71

5.2.2.1 Number of outgoing students progressing to higher education

Response: 24

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 2.22

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	2	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
17	18	9	11	9

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

Response: 0

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

Student Council

The college has a student's council as per the Maharashtra Public University Act, 2016 The council is constituted as per above. The institute believes in giving the equal opportunity to the students in supporting the authorities and the college faculty in running the events of the college. For this the college provides them a platform with opportunities to participate in the various academic and administrative bodies. President and Secretary of the student council are nominated on the college development committee.

In the session 2014-15, 15-16, 17-18 college has Student Council as per University act 1994 and 2016 respectively. In the session 16-17 and 18-19 the Govt. restricted the elections of student council.

Objectives and functions of Students Council:

- To promote all-round development (academic, professional and personal) of students by involving them in various co-curricular and extra-curricular activities.
- To promote an obliging culture amongst the students and to develop their leadership abilities.
- To Conduct various activities/programmes at intra and inter-collegiate level.
- To help in maintaining discipline and healthy ambiance on the college campus.
- To seek help as the task force in the special drives such as fundraising, disaster management, and event management etc.

Student Council Activity

Organization of Cultural activities, Sports Events. Participation in organization of Workshop, conferences organized by the college. Active participation in NSS Camp, Extension activity of the college, Plantation drive, Cleanliness drive etc.

Subject Association

All the departments of our college form their subject associations and constitute the body of active students. These students play vital role in organizing programs of their subject like seminars, workshops, study tour, visits, departmental extension activities etc. and acquire knowledge and develop their skill of demonstration. This practice gives them experience of academic as well as administrative experience.

Internal committees

The college has twenty six internal committees in which two active students are nominated by the Principal and committee convener. The objective and role of the committee is clearly stated at the time of committee formation. The aim of nomination of students in the committees is to understand working of college. The different committees of college like-

- College Development Committee

- N.S.S. Committee,
- Cultural committee,
- Games And Sports Committee,
- Library Advisory Committee,
- College Magazine Committee,
- Student Grievance Committee
- Discipline Committee,
- Women Anti–Harassment Committee,
- Student Guidance And Placement Cell
- Maintenance Committee
- IQAC,
- Research Incubation centre
- Scholarship committee,
- Extension committee
- Study Tour committee
- Furniture committee,
- Student Development cell
- Student Alumni Association

File Description	Document
Any additional information	[View Document]
Link for Additional Information	[View Document]

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 10.8

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
13	11	10	10	10

File Description	Document
Report of the event	[View Document]
Number of sports and cultural activities / competitions organised per year	[View Document]

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Introduction

The Alumni Association of M.S.P. Arts, Science and K.P.T. Commerce College Manora is duly registered under the Societies Registration Act 1860 Registration No.106/2019, 19/07/2019. The association is functional since 2015. The institute endeavors to establish a rapport between the institution and its alumni. The association meets in regular intervals and works for widening its contact with ex-students. This association also works like an advisory body to link to all the stakeholders.

Employed Alumni of the college visit occasionally and share their views. The alumni members take part in the celebrations of college events such as Annual Gathering, Republic Day and Independence Day, various workshops of different subjects etc.

Composition of Alumni Association

Sr. No	Name of Alumni	Designation
1	Mr. Pankaj Gawande	President
2	Mr. Jitendra Kale	Secretary
3	Miss Ashwini Hande	Treasurer
4	Mr. Shantanu Ingole	Member
5	Miss Nikita Thakare	Member
6	Miss Mayuri Hande	Member
7	Mr. kishor Bidwal	Member
8	Mr. Vijay Chaturkar	Member
9	Miss Devyani Deshamukh	Member
10	Mr. Sachin Thombare	Member
11	Prathmesh Manorkar	Member

Financial Support

The association has received Rs.1,00,100/- contribution in the form of donation and membership fees from the Alumni of the institution. The separate bank account for the Alumni Association is opened and maintained. The Alumni Association of the college donated Rs.20,000/- to purchasr LCD Projector for effective teaching learning. The alumni association of the college also extend financial help for prize given to scholar students of college.

Non-Financial Support:

Feedback from Alumni

The institution takes feedback from the Alumni to improve the quality in the teaching learning process and other progressive aspects. All former faculty members contribute from time to time to improve of the institution.

Interactive Session

The Alumni members are invited by Alumni Committee functioning in the college to guide the student at large. The present students are inspired by their precious guidance.

Yoga for Self Development

Yoga workshops for self-development are arranged in the college and NSS camp with the help of alumni Association.

Social Awareness Programmes

The Alumni Association works at rural areas in various ways such as performing Cleanliness Drive Campaign, Awareness for Defecation free village Movement, Environmental issues etc. to generate awareness in social issue through the participation in extra-curricular activities of the institution.

Representation of Alumni

Alumni of the college are given fair representation on academic and administrative bodies of the college. They are nominated on college development committee, on Internal quality Assurance Cell and Anti Ragging and sexual harassment committee.

Activity in collaboration of college

The college organizes elocution completion and Tehsil Level Competitive examination on the occasion of Chhtrapati Shivaji Maharaj birth anniversary in collaboration with Alumni association. Convocation ceremony, National Science Day, Blood donation camp organizes with collaboration and Topper students of the college are felicitated and given prizes by alumni.

Support for NSS Village Adoption

The alumni members help to the NSS unit for adoption of village for its annual NSS Camps. They even help to a great extent in special camp for accomplishing development activities.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Any additional information	[View Document](#)
Alumni association audited statements	[View Document](#)

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 2

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	[View Document](#)
Any additional information	[View Document](#)
Report of the event	[View Document](#)

19-06-2020 04:22:44

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The Dnyanopasak Shikshan Prasarak, Sanstha was established in 1986. Faculty of Arts was started in 1986. Faculty of Commerce was started in 1992 and Faculty of science was started in 1994. Science and Commerce faculties discontinued. Later both the faculties reopened in 2003.

Vision:

Creating the foundation upon which our new generation can do their intellectual development & grow their moral strength.

Mission:

- To provide the right sort of leadership in every field of life.
- To develop their potential fully by developing physical fitness, cultivating fair interests & participation, ethical & intellectual values.
- To promote equality & social justice among the students.
- To serve as a soul of nation.
- To boost scientific and technological temperament & to develop tolerance.
- To encourage free & impartial thinking this can challenge foul interests & established system.

The System of Governance

Decentralization of both academic and administrative work is functional in the Institution on the basis of participative management. The institute has faith on proactive governance with various committees formed by the college.

Internal Quality Assurance Cell

IQAC plans various activities that are necessary to enhance the quality of the education and maintaining quality in teaching, learning and evaluation.

College Development Committee (CDC)

There are 5 members from Management (President, secretary, social field, education field and industry field), 3 members from teaching, one HOD, IQAC Coordinator, one from Non-teaching, one from Alumni, President and Secretary of the student council and Principal is Ex-Offico secretary of the CDC.

- The college has 26 different committees and each committee has minimum 02 student representative to developed leadership among the students.

- Every department has subject association and it conducts seminar, group discussion, workshop and guest lecture.
- Sports department prepares the students for the participation in various Games. The college is having the gym for students.
- Through cultural activity discourse on the lives of great souls is conducted consistently. This is to inculcate the ethical values among the students to constitute the great nation.
- The college intends to sensitize the students towards social concerns human rights, gender, environmental issues etc. Through NSS and cultural activities students are constantly in tune with the society and try to solve the social problems.
- The college has research and incubation centre through which to developed scientific temper among the students by organizing Avishkar, workshop, Participation of Seminar presentation in state level, poster presentation and science exhibition.

Internal Committees

There are 26 internal committees in the institute. The internal committees with student representation help to run the academic and administrative work of college.

Participation of The Teachers in the Decision making Bodies:

Teaching and Non Teaching staff and students have participation in all decision making bodies such as CDC and IQAC.

Cultural Program

To drive outstanding performance of student Institute provides opportunity to student by motivating them to take part in various cultural programs by college and parent university such as Youth festival by the University.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.1.2 The institution practices decentralization and participative management

Response:

- Matoshri Subhadrabai Art and Late Panduranji Thakare Commerce College Manora encourage and motivate a culture of decentralization and participative management by involving staff members in a number of administrative roles.
- The Apex decision making body at the college level is the CDC and IQAC. The CDC has representatives from the parent institute Dnyanopasak shiksham prasarak santha Manora, Alumni, teaching staff, and non-teaching staff and expert in the society from different field and students.
- For the participative decentralization and governance, the Principal has appointed, Head of the

departments and provided administrative as well as academic autonomy and mobility to them for the effective governance.

- There are 26 committee formed by Principal. The college committees are responsible for admission, time table, examination, purchases, welfare of students, and organization of extension activities and prepare the working strategy for the effective functioning of the college. The convener of the committee makes a plan and submits the budget to the Principal thereafter the Principal gets the budget sanctioned from CDC and thus the committee works.
- IQAC does the planning and evaluation for quality assurance in the college and organizes meetings quarterly throughout the year.
- The committee meetings are held from time to time to get the work done.
- A report of activities is prepared by each committee at the end of every academic year and action is taken accordingly for betterment.

Case Study: Maintenance Committee

The Department which is in need of repair and maintenance work has to register a written complaint to the maintenance committee through respective staff of college.

Objectives of Committees

- Drinking Water arrangement
- Beautification of campus
- Plantation in the premises of college
- Inculcation of good thoughts
- Providing electrical facilities.
- Maintenance of Physical facility

Mechanism Maintenance Committee:

The committee in the beginning of the session prepares planning and budget for the maintenance of the institution throughout the year. The principal of the institution approves the budget and planning and takes feedback of the work done monthly. Emergency maintenance works shown by the monitoring committee are also completed by the committee.

The details of the maintenance work are as follows.

- Incharge of Maintenance Committee inspects the site and completes the task.
- After repairing the work or finishing the task the Bill is generated and processed to Principal.
- All monthly maintenance bills are brought to the notice of the Principal.
- Classrooms and Laboratories are allotted as per the student strength.
- Staff of college informs the maintenance committee regarding maintenance and requirement of repairs / cleanliness.
- The maintenance of computer laboratories are taken care by laboratory In-charge and take care of the repairs and maintenance of all computers.
- The maintenance schedules are executed with the support of internal agencies.

The consolidated report of the yearly maintenance is submitted to Principal.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The Perspective Plan for the period of five years prepared by the college by considering the quality indicators of seven criteria by NAAC, NIRF, New education policy and UGC guidelines.

IQAC of the College has taken initiatives and plays a major role in enhancing the quality of the institution.

Specific objectives and goals of Perspective Plan 2015-16 to 2019-20:

- To Undergo Assessment and accreditation of NAAC for II cycle.
- To Submit AQAR in Time.
- To conduct Green audit.
- To establish Solar Panel.
- To start Gym facility.
- To construct Women Hostel.
- Feedback taken from students on curriculum and in general.
- Programmes conduct on value based education
- New Journals subscribed in the Library.
- Participation of students at University level competition 'Avishkar' increased.
- New subjects, music sociology and ELT started.
- Projects from final year students taken.
- New Certificate Courses started.
- To enhance Teaching and learning made ICT enabled.
- Faculty wise workshops organized.
- Soul software, office atomization software installed in the library.
- Institutional level scholarship will be distributed to and needy students.

Title of Activity: *Promotion of Research among the faculty and students:*

Objectives:

- To upgrade the qualification and knowledge of the faculty and students
- To bring the research culture in the institute
- To establish recognized center of higher learning & research leading to Ph. D. and facilitate further research.

The Practice

Through the initiative and motivation by the Principal to the faculty members of the institute doctoral degree holders raised from 01 in 2013 to 11 till 2019-20

Teachers and students are motivated to participate in Avishkar and National Science Day and college organized seminar competition and workshop. The college organized 02 national and 01 state level seminars. Teacher publishes minimum 02 research papers in reputed journals 02 paper presentation in conferences. 11 research project funded by college through research and incubation centre. Two workshops organized on IPR and Expertise Dr. C.D. Khedkar and Dr. P.A. Nagpure were invited to deliver the lecture on DST Proposal.

The college has research committee in last 5 years. 95 research papers have been published. There are 2 supervisor of Ph.D. The college has Research lab of chemistry. Under the guidance of Chemistry supervisor 04 research scholars are awarded Ph.D. degree. One major project completed in Chemistry. Inflibnet software and journals are subscribed in the library for research. Students make project, online assignments, online tests. Students participate in university level Avishkar. One student qualified at state level Avishkar. 03 students got prizes in state level competition at Deulgaonraja.

Evidence of Success

S.N.	Year	Year wise attainment of Ph.D.	Cumulative Ph.Ds. in each year	Research Papers published	Participation of students in Avishkar
1	2014-15	02	03	13	00
2	2015-16	00	03	12	00
3	2016-17	02	05	20	02
4	2017-18	01	06	20	22
5	2018-19	02	08	30	12
6	2019-20	03	11	00	28

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The college is permanently affiliated to SGBAU Amravati and is governed by Dnyanopasak Shikshan Prasarak, Sanstha Manora. At Sanstha, level college is governed by the President and the Secretary. At the college level, the Principal is the apex of the internal administration and is assisted by HoDs, staff, and IQAC. The apex body of the college is 'College Development Committee (CDC).

Administrative Setup:

The administrative setup consists of the Principal followed by the HOD, faculty incharge. Head clerk, Junior Clerks, Assistants, and Attendants.

The organization of departments includes Head of Departments, Associate Professors, Assistant Professors stage, Librarian and a Physical Director.

The formal organizational structure of the library staff includes the Librarian and Library Attendant.

Organization structure of the Department of Physical Education and Sports includes a Director of Physical Education.

Service Rules:

For the service conditions and rules, the college follows the rules and regulation laid down by SGBAU Amravati, UGC, New Delhi and Government of Maharashtra.

Procedures for Recruitment:

In the college the recruitment is carried out in two different ways:

Permanent Posts (Grant-in-aid): These posts are recruited by the Government of Maharashtra according to the norms of the University and UGC.

Temporary Posts (Non-Grant): These posts are recruited by the Sanstha Management according to the norms of the University and UGC.

Procedures for Promotion:

The promotion is allotted according to SGBAU Amravati, UGC, New Delhi and Government of Maharashtra.

Grievance Redressal Mechanism:

The college has a Sexual Harassment Committee and Grievance Redressal Committee and Anti-ragging committee.

The Alumni Association:

The college has registered Alumni Association which actively contributes to better functioning of the college with all its expertise and representation from different fields.

College Committees:

26 committees play an important role in the execution of responsibilities and activities on the campus. It is through the committees, the college seeks decentralization of power structure.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

1. **Planning and Development**
2. **Administration**
3. **Finance and Accounts**
4. **Student Admission and Support**
5. **Examination**

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: A. All 5 of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
ERP Document	[View Document](#)
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	[View Document](#)

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The college has 26 academic and administrative committees with essential members and in-charge. Meeting of committees are twice in a year conducted and written in the proceedings.

The Governing body College Development Committee formulates the policy decisions and strategic plan with the suggestions received from the following committee meetings and responds in a timely manner.

- Internal Quality Assurance Cell (IQAC) College

Following committees are work under CDC

- Library Advisory Committee
- Student Council Committee
- Employment, Competitive Examination & Guidance Cell Committee
- Administrative & Educational work Development Committee
- Maintenance committee.
- Cultural committee.
- Discipline Committee.
- Research and incubation committee.

Some of the major decisions taken by the CDC:

- Every faculty is enhance the use of ICT in teaching and Learning.
- Every Teacher use inflibnet.com the software installed in the library.
- Solar Energy developed.
- Bandwidth of Internet increased.
- Teachers are prepare students to present seminar on power point.
- Every teacher are teach on power point for competitive Exam Students.
- College website made active and dynamic.
- Office and Library atomization software installed in the library.
- Number of e-books, CDs and Videos will be increased in the library.
- Wi-Fi facility will be made available for students and teachers in the campus.

One activity successfully implemented based on the Minutes of the meetings:

Title of Practice: Use of ICT in Teaching, Learning:

- The college organized 02 national and 01 state level seminars on ICT.
- Lectures on power point presentation taken by teachers and seminar on ppt by students.
- Video and You tube lectures shown to students.
- Install 03 projector faculties wise classrooms and 02 LCD projector installed in zoology lab and hall.
- Online assignments are given to students and MCQ online exam taken.
- Online admission application form received from students.
- WhatsApp group of students and Alumni group were formed.
- Lab of commerce is computerized.
- Partly Paperless office work.
- Online Admission are started.
- Notices are issued to the teachers and office staff though M.S.P College whatsapp group.

File Description	Document
Any additional information	[View Document]()
Link for Additional Information	[View Document]()

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

The strategies adopted by Govt. of Maharashtra for faculty welfare include career advancement benefits for those with higher qualification such as Ph.D. as well as opportunities for those who wish to improve their qualifications.

- The Faculty Development Programme of UGC is available for the teaching staff to encourage doing Ph.D.
- All leaves facilities as per Govt. of Maharashtra, UGC and University such as duty leave; medical leaves and maternity are provided.
- The teaching and non teaching staff is encouraged to register LIC policy for the safety of staff family and group insurance whose premium is automatically deducted from their salaries.
- Provident fund, DCPS and gratuity benefits are given as per the rules and regulations of state government.
- Loan facilities such as personal loan, housing loan, car loan for the members of institute as per requirement, is provided by SANT GADGE BABA SOCIETY available in the college.
- Financial support for research project and duty leave is being provided to attend workshops, seminars, conferences etc.
- The faculty and staff members receive the medical Reimbursement expenses incurred from the state government. Such proposals are forwarded through the college to JD office.
- Gymnasium, Sports facilities and are available for the teaching and the non-teaching staffs.
- Teachers are permitted to attain the yoga camp and meditation camp like art of living and vipassyana at Igatpuri Nashik.
- Interest-free financial support in case of need in the form of festival advance is given to the staff.
- Teacher who got Ph.D. degree are felicitated with the hands of management and principal
- Internet facilities are made available to the teaching and non-teaching staff for research related matters.
- To enhance the quality of teaching and learning, facilities like e-books, e-journals, reference books, other subject related books, projectors are made available to the teaching staff.
- The Institution supports to attend orientation, refresher, short term courses and other training camps helpful for their promotions and career advancement.
- Faculty members are allowed to conduct academic programmes like guest lectures, surveys, tour excursions and visit etc.
- The teaching staff is permitted to deliver guest lecture and participate seminars and other activities.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.3.2 Average percentage of teachers provided with financial support to attend

conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 15.38

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
11	02	03	00	00

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	[View Document](#)
Any additional information	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0.8

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
02	01	01	00	00

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).	[View Document](#)
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	[View Document](#)
Any additional information	[View Document](#)

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 14.64

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
05	00	04	01	04

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	[View Document]
IQAC report summary	[View Document]
Details of teachers attending professional development programs during the last five years	[View Document]

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

Performance appraisal system is implemented as per the guidelines from parent university/UGC. The P.B.A.S. (Performance Based Appraisal System) of faculty is filled individually on the basis of his/her yearly achievements. The appraisal forms are assessed by the Research Committee. Then it is submitted to the head of the institution. The Principal gives positive and constructive feedback to the faculty members. Principal counsels the faculty members for necessary changes/improvements for better performance if necessary. The College has the practice of evaluation and performance of the faculty members by PBAS each year. The faculty appraisal forms are reviewed through IQAC and Scrutiny Committee and finally by the Principal.

The teacher's performance appraisal forms consist of:

Category I: Teaching, Learning, and Evaluation Related Activities

Category: II: Professional Development, Co-curricular and Extension activities

Category: III: Research and Academic Contributions.

Half Yearly Report:

Half yearly reports are taken from the individual faculty members at the end of semester.

Assessment through student Feedback

Besides, the assessment of the teachers comes through feedback forms collected from students which indicate the teacher's quality by the students also. The feedback forms have a well defined set of questions that help the students to evaluate the teaching capacity based on lecture understanding and define how far the teacher has succeeded in reaching out to the students. These details are accessible to staff so as to help them to judge their performance. The Principal understands the student's reflection and shares it collectively and individually across the staff. If there are any issues of concern, the faculty member is facilitated to overcome the lacunae without lowering self esteem wherever required. Counseling is provided to staff in order to help them to improve their professional capabilities.

Academic Audit

One of the tools available to measure the adequacy of this academic input is 'Academic Audit'. The academic audit provides an opportunity for a regular strategic overview of a college's teaching-learning process. It is the process by which the authorities assure themselves of the quality of the learning process. For teachers it helps in clarifying their roles and responsibilities. The Institute does this audit internally as well as externally.

Assessment of Non-Teaching Staff through Feedback

The Principal examines the performance of non-teaching staff through feedback from students. The evaluation is conducted formally by the Principal and the non teaching staff members are counseled to improve their work if needed to foster smooth functioning of the administrative work of the institution.

Confidential Reports

The overall performance of the non-teaching staff within the campus is evaluated by the Office Superintendent and the confidential report is submitted to the Principal for the final evaluation.

File Description	Document
Any additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The financial resources of the college are managed in a very effective manner. For the effective use of financial resources, the annual budget is prepared as per requirement of the various departments. Proper accounts are maintained by college through cash book, ledger and voucher file. Each and every transaction is supported by the vouchers. The disbursement of the funds for the needs is strictly monitored by Principal. All the collections are deposited in the bank. All expenditure recurring and non-recurring are incurred through checks. The college follows a transparent audit practice. Final audit is checked by CA (Nirmal Prakash Ozha), Joint Director and Account Officer.

The internal verification is done by Principal. It inspects the income from different sources and expenditure.

Internal Audit:

Internal audit is taken by Dr. Avinash S. Nile [Department of Commerce] from last two year.

Mechanism For settling objections in the Audit

As the institute has a financial transparency. It is found all the report satisfactory. Institute takes precautionary measures to minimize discrepancy. All the documents related to audit are verified by Principal. The remarks and corrections suggested is taken into consideration positively. If found any discrepancy in audit report it is rectified and correction has been made in the account as per the rules and regulations.

File Description	Document
Any additional information	[View Document](#)

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	00	00	00	00

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)
Any additional information	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The college is permanently affiliated to SGBA University, Amravati and following the rules and regulations laid down by the UGC. The college received the funds from UGC for developmental grand,

Carrier orientated courses, Women's hostel, Major Project in Chemistry and other funding agencies are government of Maharashtra which provides scholarship to students, and fund for sports, NSS, Workshop is received from SGBA University, Amravati. Apart from this, the college mobilizes funds through alumni contribution and in addition to that seed money from management.

he financial sources of the college are:

- The budgetary resources of the college special grants received from UGC.
- Salary grant is received from Government of Maharashtra and UGC.
- Fund from NAAC Bangalore for two days national seminar.
- Funds are collected from Teachers and students which is use for welfare of the students.
- Grant received for Major Project in Chemistry from UGC.
- Examination Expenditure is received from the Parent University.
- EBC and BC scholarship grants are received from Government of Maharashtra.
- Admission, tuition and other fees are collected by the college from students.
- Alumni Contribution for the college development.
- Seed money from the management.

Optimum utilization of financial resources:

Following system is adopted by the college for the optimal utilization of resources;

- The College invites requirements from all departments and committees accordingly prepare the budgetary plan.
- Purchase Committee works on the details of the budgetary plan.
- Principal sanction the budget considering financial resources and presents it to the CDC for approval.
- The grants received from the UGC and government of Maharashtra according to rule and regulation.
- The utilization of the sanctioned budget is monitored by CDC.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

Practice No. 1

STUDENT SUPPORT ACTIVITY

Since the students admitted to the college are from rural area and economically backward class the institution always strive to help students financially emotionally and academically. The institution has started various schemes for students.

Mentor:Mentee Scheme: The college since beginning is practicing parent teacher scheme which is now changed to Mentor Mentee scheme. Students are allowed to every parent teacher /mentor for academic personal, social development of the student.

Subject Merit Scholarship: in order to encourage the pass percentage and quality learning out comes the institution has started subject merit scheme. Every faculty member of the college are given two cash prizes to topper in their respective subject

Student development fund scholarship: The institution has started student development scholarship for open category scholarship and for achievers in sports and cultural activities.

Student development cell: The institution has started students development cell. The cell organizes various program for skill development of the students

Anti Ragging Committee: Anti Ragging committee is formed in the college who checks single case of ragging in the premises

Gym facility: The institution looks at the physical fitness of the students the institution started Gym in the college. Girls students are also counseled for their health.

Schemes by Parent University and other: The institution always encourages students to avail the benefits of various financial schemes. Scholarship schemes like vidyarthini bus pass Yojana. Scholarship of Student development cell, Late Mr.and Mrs Jog , Prof Shamlalji Rathi, Learn and earn schemes are always availed by the students.

Free Book Set: 05 Toppers from each faculty are given free book set at the beginning of the session.

Practice No.2

DOMAIN OF MOTIVATION FOR ACADEMIC ACTIVITIES

- Study tours and field trips are conducted.
- The institution has introduced certificate courses.
- Bridge courses are introduced.
- Class seminars, group discussions, poster presentation and guest lectures on curriculum based topics are regularly conducted.
- The college monitors the progress of the students through unit and terminal tests and seminars.
- NSS and cultural departments are carrying out admirable social and extension activities.
- College has MoU s with prestigious institutions for collaboration in academics.
- ICT based teaching methods are being applied.

- Computers and equipment are maintained by maintenance committee.
- The college has an alumni association which is registered under by Charity Commissioner Washim [Certificate No. 106/2019]. Celebration of National Science Day and tehsil level competitive exam organized with the collaboration of Alumni.
- Good number of students has participated in singing competition, dance, Rangoli in university level cultural programme.
- The college has student committee which helps in maintaining discipline.
- The college has research committee which from time to time proms the staff and the students to accomplish the research activity like registration of Ph.D. and participation of students in avishkar and national science day.
- The college encourages professional development of faculty and they participate in orientation, refresher and short term courses.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The college reviews its teaching-learning process, structure and methodology of operation and learning out comes through IQAC. In the beginning of the session every faculty members prepare their learning out comes. IQAC of the institution takes utmost care to deliver the learning out comes to the students. The IQAC of the institution takes review of the teaching learning process.

Following are two examples of institutional reviews and implementation of teaching-learning reforms facilitated by IQAC.

EXAMPLE I

INSTITUTIONAL REVIEWS OF FEEDBACK,

Academic activities of every staff member are reviewed by Feedback the Principal of the institution takes monthly review meeting of the teaching learning process. IQAC coordinator also collects feedback on teaching learning process through feedback Committee. At the end of every academic session IQAC committee collect analyze takes action on the lacuna in the teaching learning process. Collected feedback from all important stakeholder is approved. The college development committee. And is sent to the Parent University for recommendation.

EXAMPLE II

MONITORING OF THE TEACHING LEARNING PROCESS.

The Principal of the institution takes keen interest in monitoring of the teaching learning process of the institution. Every head of the department are assigned the duty of monitoring teaching learning process. Monthly review meetings are organized take review the syllabus completed. Monthly syllabus review is taken from every individual. Teachers are encouraged to complete lagging behind syllabus by taking extra lectures. Teachers who are relived for professional development courses are also encouraged to complete their syllabus in the off periods, and in extra periods.

Daily Dairy

Every faculty member of the institution is encouraged to write daily diary which consists of theory practical and tutorials.

Annual Teaching Plan

Every faculty members of the institution prepares annual teaching plan in co-ordination with university academic calendar. Proper lecture are allotted as per the Weightage of the topic Curricular extra-curricular and co-curricular activities are allotted proper time period. Internal assessment examination are also organized in due time.

Half Yearly Report and Yearly assessment of Teachers:

Half yearly report and annual assessments reports are taken from the individual faculty members. Annual performance of the teachers is calculated on the basis of performance of the teachers throughout the year.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 0

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	[View Document](#)
Any additional information	[View Document](#)
IQAC link	[View Document](#)

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**
5. **NBA or any other quality audit**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
e-copies of the accreditations and certifications	[View Document](#)
Details of Quality assurance initiatives of the institution	[View Document](#)
Annual reports of institution	[View Document](#)

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* Post accreditation quality initiatives *(second and subsequent cycles)*

Response:

Institution developed itself both in the field academic and developmental works. The college ensures the progress from 2014-2015 to 2018-2019. By implementing various strategies and perspectives, the institution is trying to fulfill expectations of its stakeholders and objectives itself.

[A] Recommendations of NAAC in first Cycle are accomplished:

Development of IT facilities

- LCD and LED projector installed in 3 faculty wise class rooms, 1 laboratory and 1 in auditorium hall so that the faculty and students could present power point presentation.
- State and National seminar organized on use ICT.
- Lectures on power point presentation taken by teachers.
- Lectures from YouTube shown to students.
- Students presents seminar on Power point.
- Online assignment given to students and online test taken.
- Online admission process is ongoing.
- Whats App group of students and Alumni are formed.

- Computerize lab of commerce and language are established.
- Marks of Internal examination are communicated to students on notice board as well as on college website.

Opening Add-on/ Vocational/ Job oriented Courses

- New PG Cources Marathi and
  English cources Started through YCMOU. College started new Cources ELT, Music and Socilogy. Certificate Diploma Advanced Diploma and Value added courses started in the institution.

Promoting research awareness among stakeholder

- Number of Ph.D. holders has increased (it has gone up from 4 to 11). 95 research papers have been published. Chapters in book have been published. 01 Student won the university level Prize.
- Research and Incubation Centre Functional in the college.
- Proposals have been submitted to SGBAU Amravati University to get the permission of starting the two 02 Carrier courses and 17 Certificate courses Started.

Mobilization of alumni for the development of the college

- Alumni Association has been registered with Charity Commissioner Washim and functionally active [Certificate No. 106/2019].

Linkages of College with other agencies

- College has 14 MoUs with prestigious institutions for collaboration in academics.

Opening PG Courses

- The college has Post Graduate coerces of English and Marathi in YCMOU Nashik.

Automation of the Library and admission procedure

- Fully Atomization of office and Partly Atomization of Library is done and admission procedure has been made online.

- The number of reference book has been increased. The total numbers of Reference book increases currently are 305.
- 47 computers are available.
- Facility of reprography is available in library.

Language lab based communication skill courses

- In Language Lab ETNL software Used. Internet browsing centre is available in the library.

Infrastructure

- Construction of gym, gents Urinal and renovation of gils urinal, women hostel (5000 sq. foot.), commerce department (1500 sq. foot.), Renovation of hall and initiative for green campus (03 rain water recharging centre, 500 tree plantation).
- 03 Ramps have been made available for differently able students.

[B] Some other incremental improvement in college

- Faculty members Increased from 14 to 25.
- Strength of students increased from 383 to 638. Female student number increases from 170 to 386.
- Three big pits have been dug in the College premises. For water recharging Work on water recharging is going on.
- The Unit of NSS increases.
- Solar system installed and it generates 5kW power.
- Monitoring Committee is working in the college which is very functional and actions are taken for improvement after going into the report of Monitoring committee.
- One teacher is members on academic council and SENET in Parent University.
- Two National one state level seminar organized.
- Subject wise Workshops and university level Seminar organized.
- Facilities for differently abled students have increased like Brail books, Wheel Chair.
- 20 Journals are subscribed in the library. N-List Inflibnet facility is available in the library.
- Participation of student in sports and cultural are increases.
- Green initative activity are increases.

- Student supports activity increases such as Book set, Extra BT card, Scholarship etc.
- Furniture is progressively increases.
- Laboratory instrument is increases.

File Description	Document
Any additional information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 7

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
01	02	04	00	00

File Description	Document
Report of the event	[View Document](#)
List of gender equity promotion programs organized by the institution	[View Document](#)

7.1.2

1. **Institution shows gender sensitivity in providing facilities such as:**
   1. **Safety and Security**
   2. **Counselling**
   3. **Common Room**

Response:

Safety and Security- TAKRAR NIVARAN COMMITTEE (TNC) has been constituted in the college under the sexual harassment of women at workplace (prevention, prohibition and redressal). TNC meets on need basis to address any complaints from students, teaching and non-teaching members and take necessary action. College also provides an "Internal Exam Grievances Committee" to render the students problems .AAMSABHA conducted regularly for counseling the girl's students. In this regard the AAMSABHA ready to solve and render the problems of girls students like safety point of view by police patrolling time to time whenever facing the problem on road to reach the college from bus station, Manora. The college has a zero-tolerance policy towards any transgression. M.S.P. Arts, Science & K.P.T Commerce College is committed to provide a safe and conducive work and academic environment to students and its employees and is extremely alter to matters pertaining to any kind of harassment and gender sensitivity. Anti-ragging Committee and Squads make sure that there are no instances of ragging anywhere in the campus. Anti-ragging posters are prominently displayed at all prominent places within the campus with women helpline numbers effectively displayed and Sant Gadge Baba Amravati University ordinance is strictly followed. Anti-ragging film (UGC) is shown to all the students. Campus is well equipped with CCTV cameras. College facilitated a numbers of programs like Workshops on Sexual

harassment, Essay competition on "Beti *Bachao, Beti Padhao",* Malnutrition and Health guide workshop to Girls students regularly. Safety and Security of all the students and staff is ensured. Women counseling cell includes 4 faculty and 6 students impart the complete cell for functional way. This cell organize the monthly meeting with girls students and resolve their problems i.e. academically, administratively and personal. Those students are not able to tell their problems in the meeting, are advised to drop the written way in suggestion box which are installed at 3 places in college campus. Suggestion boxes are open on every Monday by TNC for solution. Very same are discussed in the parent teacher meeting monthly. Sanitary napkin machine is installed in the common room for the girl's personal hygiene. Intruders are not allowed in the premises without permission. Monitoring committee regularly observe college regarding safety and security of girl students.

Counseling-

M.S.P. Arts, Science & K.P.T Commerce College Manora has consistently strived to address contemporary issues like, gender, women concerns, safety and security etc along with counseling to girls' students regularly through its academic context.

The Women Counseling Cell (WCC) at college is very active; WCC monitors all activities and training programs related to safety and security organized in the college regularly. Experts are invited from the industry, agencies etc to conduct the workshops and various sessions related to women safety like self-defense, Cyber-crime, and police training, competititive examination, career, nutrition, health & hygiene, sport awareness and so on. Parent teacher/ Mentor regularly counsel the students regarding their social, individual and family problem. Sport department, culture department and admission counseling cell are also counsel the student as per demand.

Common Room-

  Student centered common room facilities are available in college campus which monitored through outside CCTV cameras. There are separate toilets for gents teaching staff and students. Separate Girls hostel is provided by college having comfortable environment and is a zero-ragging and non-smoking zone. Carom board and magazine are also present in the common room. Common room is very comfortable for girls.

File Description	Document
Any additional information	[View Document](#)

7.1.3 Alternate Energy initiatives such as:

> **1.Percentage of annual power requirement of the Institution met by the renewable energy sources**

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 6470

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	[View Document](#)
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 36.54

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 186

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 509

File Description	Document
Details of lighting power requirements met through LED bulbs	[View Document](#)
Any additional information	[View Document](#)

7.1.5 Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Waste is obvious culprit and pollutant, contributing to landfills and toxins which harm the earth's soil and atmosphere. Keeping this in mind the waste materials in college is segregated into biodegradable and non-toxic wastes in the laboratories. Indiscriminate use of chemicals is discouraged during practical classes and college does not have permission to use radioactive substances in its laboratories.

Liquid Waste

 Efflux of drinking water as waste can be utilized for plantation in front of science building through fine drainage facilities. Laboratory waste water flows in a closed pit behind the building. Laboratory chemical waste is collected in bin and disposed at backyards of college.

Solid Waste

We produce manure by practicing to make green manure by optimum utilization of garden waste i. e leaves and litter. Two separate pits having size i.e. 3x4x4 and 12x8x4 feet are maintained by college through department of zoology in the garden of campus. These waste regularly utilized for compost. College practicing the cleanliness program as "Green Drive" on every Monday with the help of tentative schedule for teaching, non-teaching staff and students. College campus is divided for it Solid waste of the laboratories disposed in to pit at backyard of the college campus. All green waste is collected from the college campus and disposed in to the pit at garden for preparing the green manure, 2 quintals per year..

E Waste College does not have e-waste. Non-working computers used as dummy computer for practical purpose to demonstrate and learn hardware tools and techniques in the same laboratory of computer sciences. Some usable parts of non-working computers were utilized in other computer as a part through replacement to maintain for fine function.

File Description	Document
Any additional information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Large green area of the college campus allows the percolation of water into the soil and ground. Each building of the campus is finely equipped with down water pipe system which is connected to the storage pits for the collection of rain water. Campus ground level is properly maintained for the water flow towards these pits. College has three pits in the campus. These collected water raised the water table of the campus area. Newly constructed hostel building also support the same system for the rain water recharging. The catchment area of girl's hostel is 2500 square feet, during rainy season its water soaks in to pit (8x10x8 feet) for recharge. Very same with other like library, auditorium and MCVC, the total catchment areas is 5000 square feet and its water collected in to a pit (8x4x8) for recharge. Rain water of arts building will also recharge through the pit, size 8x8x6. The catchment area of gym is 400 sq. feet, the water soaks into a pit (4x4x4) for recharging .Road side water of the backside of college campus collected in pit (8x10x8) nearby the borewell and recharge water level of the ground. During rainy season near about 10 lackhs litre water recharging through these pits.

File Description	Document
Any additional information	View Document

7.1.7 Green Practices

- **Students, staff using**
a) **Bicycles**
b) **Public Transport**
c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

College construction allows for natural ventilation and lightening throughout its campus which helps conserve the energy demands. Long wide windows nearly eliminate the need for artificial lighting. Most of the official information and other communication are sent on mobile (What's App msg.) to reduce the paper consumption. Office atomization software is used in administration. More than 90% students commute to college through public transport and bicycles .College has distributed hundreds of bicycles to students those coming from nearby village areas in the vicinity of campus. Every Saturday of the month is the "NO VEHICLE DAY" to reduce the carbon foot print. Vehicles are not entertained inside the campus which renders and maintain the carbon foot prints. The recent carbon content in the college campus 456 ppm (below permissible level). Faculty members sharing the vehicles to commute the college for reduction of carbon foot prints and sustainability. College develops a trend to felicitate the guests in every function of the college by offering saplings which are finally planted in college garden/campus. This trend reduces the use of plastic like artificial bouquet etc. Leaf composter or green manure pits is available in the garden. Campus has 1486 plants like neem, pipal, teak, amla, tamarind, ashoka, gulmohar, saptparni etc. The fallen leaves were collected by the students and staff as green drive etc and collected in a green manure pit for compost purpose. The college has "Gardening Committee" for the maintenance of lush green campus and plantation. With the help of various NSS programs participating as green drive. There is functional and active group that involves in various awareness programs and other events at regular intervals. The members of this group nominated as "PARIYAVARAN DOOT" initiating awareness in society for environment and plantation etc. College celebrates various eco-friendly and wild life conservation programs with fine tuned hand of state forest department. More than 100 students are working as green army for forest department in the clean drive, plantation etc. The foot path of the college is in the eco-friendly shaded under the umbrella of trees. PLASTIC ERADICATION CLUB in the campus is actively initiating the campaign inside the campus as well as outside in society by distributing the cloth bags to replace the plastic ones regularly. The institution is reducing consumption of paper by using ICT resources. Unit Tests are conducted for reducing paper consumption.

File Description	Document
Any additional information	[View Document](#)

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 1.19

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0.02000	4.29762	1.34350	0.68665	0.39077

File Description	Document
Green audit report	View Document
Details of expenditure on green initiatives and waste management during the last five years	View Document
Any additional information	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. **Physical facilities**
2. **Provision for lift**
3. **Ramp / Rails**
4. **Braille Software/facilities**
5. **Rest Rooms**
6. **Scribes for examination**
7. **Special skill development for differently abled students**
8. **Any other similar facility (Specify)**

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the

last five years

Response: 1

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	[View Document](#)
Any additional information	[View Document](#)

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 2

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	1	1	00

File Description	Document
Report of the event	[View Document](#)

7.1.12
Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	[View Document](#)

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	[View Document](#)

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	[View Document](#)
Any additional information	[View Document](#)

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Any additional information	[View Document](#)
Provide link to Courses on Human Values and professional ethics on Institutional website	[View Document](#)

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	[View Document](#)

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 32

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
07	07	06	06	06

File Description	Document
List of activities conducted for promotion of universal values	[View Document](#)
Any additional information	[View Document](#)

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

College has cultural committee to facilitate these programs along with students. College celebrates with great fervor the national festivals, birth anniversaries and memorials of great Indian personalities along with various activities etc. Activity like discourse performed by college on Savitribai Phule birth anniversary, Swami Vivekanand Jayanti as National Youth Day and Jijamata Jayanti and garlanding on Subhash Chandra Bose Jayanti, Yashwantrao Chavhan Jayanti, Lokmanya Tilak Death Anniversary, Vasantrao Naik Jayanti, Mahatma Phule Jayanti and Annabhau Sathe Jayanti, Punjabrao deshmukh Jayanti along with the Sarvepalli Radhakrishnan Jayanti. Sarvepalli Radhakrishnan Jayanti also celebrated as Teacher's Day every year to develop a value of respects for teachers among students. National anthem and patriotic songs performed by the student on the occasion of Republic Day and Independence Day. Continuous reading for students in library on holy day of Mahaparinirvaan diwas arranged by college. Competitive examination for participants students were arranged by college on the specific occasion like Chatrapati Shivaji Birth Anniversary. Books sets and cycles were distributed to the topper students on the occasion of Independence day. Scholarships were given to subject topper students from every teachers of the all faculty, students those performs their excellence in sports, students achievers of Avishkar along with their mentor, NSS students those were selected for National level adventures camp along with their Parents were falicited by giving shields and certificates on the occasion of Republic day. "Matrusaptah" were organized from 3 January to 12th January for students in the college on Mahila sakshamikaran. Cleanliness drive performed by NSS students and teachers on the occasion "Mahatma Gandhi Jayanti" and Sant Gadge Baba Jayanti. Workshop on National Science Day for discovery of "Raman Spectrum" by Sir C.V.Raman , a legendary physicist and Nobel Prize winner. Librarian's Day as birthday of S.R. Rangnathan celebrated through the book exhibition to promote the awareness towards books and literature among students.

File Description	Document
Any additional information	View Document

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

Our institution, in its working ensures complete transparency in all its functions. We undertake the following measures in the various fields of work to ensure transparency.

1-Financial functions:

To ensure transparency in financial functions, we conduct External audit by a chartered accountant every year. External audit is also conducted periodically by the office of the Joint Director, Government of Maharashtra. The college fulfils the requirement of the PFMS of the government of India for financial transparency. Purchase Committee work in transparent Manner .All received grants are audited and submitted to respective agency. College development committee looks into the all financial matter.

2- Academic Functions:

Committees like IQAC, Admission Committee, and Examination Committee, Time-Table Committee, Research Committee, Academic and Administrative development Committee, Mentoring Committee have the main responsibility of ensuring transparency in academic functions in addition to the heads of the departments. Admissions are given to students on first come first basis. We make sure that the admissions are completely transparent and are done strictly according to the parent university and Maharashtra government norms. Teaching and Learning process is also fair and transparent. We insist on conducting fair examinations, optimum utilization of the time and resources for teaching, and fair internal evaluations. Results of the various internal tests and examination are prepared and displayed in a fair and transparent manner. Grievances related to internal examination and college tests etc can be resolved by teachers. Regular feedback taken by principal related to subject matter and methodology from students then positive & effective instruction given by principal to teachers for improvement. Student's representatives are included in to various functional committees to enhance the transparency.

3-Administrative Functions:

For ensuring fair and transparent administration, we have a structure in place which participative administration. Key and policy decision are taken by the Governing Body and the College Development Committee (CDC). The IQAC helps in monitoring and promoting the quality culture in the institution. Teaching and non-teaching staff members are adequately represented on both these bodies. There are various committees established to carry out various administrative functions. These committees are responsible to the Principal through their conveners. There are committees that look after campus enrichment, alumni, library, feedback, research and examinations etc. Transparency in administration is ensured through all these committees.

4-Auxiliary Functions:

Auxiliary functions of the institution include extension activities, sports and outreach programs. All the extension and outreach activities are mainly conducted by NSS units, extension and various departments. Sports activities are looked after by the Director of Physical Education. There is a Culture Affairs Committee for organizing and carrying our cultural activities..We ensure that the students get fair and adequate chance of participating in all these auxiliary functions.

File Description	Document
Any additional information	[View Document](#)

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

BEST PRACTICE 1

TITLE : Eco-sustainable practices in a current challenging world

Objectives:-

1. To promote ample participation for environmental sustainability and utilization of resources.
2. To create awareness in stakeholders towards current environmental challenges.
3. Maximum utilization of the sun light through the year.
4. To minimize the use of electricity (conventional energy) consumption in the campus.
5. To sensitize the eco-friendly practices and lowering carbon foot prints   .

The Context:

In a current scenario the whole world facing massive challenges for environmental sustainability, energy conservation, carbon foot prints, etc. Best eco-friendly practices to renders these issues are challenges in one hand while on the other hand to develop such a positive attitude to accept the innovative, scientific practices among stakeholders itself a key challenges.

Vidarbha region of Maharashtra state depicts a high perennial temperature with ample sunlight availability. Large area of college campus which is increasing rapidly requires more energy consumption. So it was necessary to take best possibilities or possible initiatives like use of non-conventional source and minimize use of conventional energy as much as possible. In a remote area where stakeholders are used to android cellular connectivity but not aware and ready to accept the environmental sustainability challenges likes utilization of rain water or how to lower the carbon foot print and carbon dioxide-free environment etc.

The Practice-

College had installed 5.5kw solar power panel. It costs 416462 Rs. owned by college. In one hand we are minimizing the conventional energy while on the other hand we are strongly sensitizing stakeholder and locals towards the use of renewal solar energy as an innovative practice. Now days a lot of trees are cutting down in whole central India. More than 5000 trees have been vanished in each block/compartment for development purpose i.e. road, transport facilities which imparts immediate negative impact on environment to increase carbon foot print. In this regard campus has 1547 plants imparting fresh air and lowering the CO2 levels regularly. Plantation practices are in vogue in campus. Vehicles are not allowed in the campus soCO2 emission and carbon foot prints are somehow in controlled frame work. In this regard college practicing "NO VEHICLE DAY" on every Saturday of the month. This region is semi-arid type so water level is very low. During hot summer area faced big challenges. The percolated ground water in rainy season increases ground water level in the college campus. There are three rain water recharging pits behind the Knowledge resource center, beside women's hostel and near Borewell. Each building of campus is finely equipped with down water pipe system which is connected to the storage pits for collection of rain water. Eco club of the college aware the society to reduce plastic use.

Evidence of success:-

After the installation of solar power panel, the significant reduction in electricity bill had been found. Before this facility the more than 10000 Rs per month was the expenditure as electricity bill but now it became 1000 Rs only. It generate 20 units at least per day and as an average 600 units per months & 7200 unit annually approximately which is an effective cost cutting value and steps towards better and possible sustainability at all. Stakeholders visiting regularly at any occasion of college and getting a strong message towards renewal energy source like solar energy in current scenario. Over all 10 lakhs liter of water can be recharged in every rainy season. Such activities increase the water level of campus. As earlier campus faced a lot of problems but now water level has increased. We don't face water scarcity during summer. We have analyzed air quality of the college campus. The Carbon di Oxide value in the premises is 450 ppm which is below the standard set by WHO. Report of water analysis reflects consumable water quality.

Problems Encountered and Resources Required: College has initiated fine-tuned steps towards the environmental sustainability in terms of energy conservation. College belongs to remote area along with low internet connectivity. For repairing of installed systems having 5.5KW solar panel in college still working fine, time to time conversation regarding a bit of repairing is a tough job. People and local communities are not too much aware of recent technology, even college regularly awaring the stakeholders to adopt such type of initiatives for environmental sustainability. College initiating awareness in stakeholders through NSS and other departmental extension activities for water savings.

The best part is that fine availability of sunlight to use as resource .As availability of natural resource, college awaring the stakeholders regularly by showing reduction in electricity bill or substitutary saving of energy.

BEST PRACTICE 2

Intellectual Enhancement skills:-

Objectives:-

1. To promote the multidimensional development of the students
2. To promote the competitive, soft skills and research attitude.

3. To develop competitive temperament in students for current scenario.
4. To promote the cognitive skills for social and emotional development.

The Context:-

Most of the students belong to the remote area and they are not aware with the current scenario of various competitive examination and other aspects of personality development to face the interviews and examination in a dynamic periods. Through various workshops, seminars, subjective quiz competition, counseling programs and academic activity, the students are benefited from a long time.

The Practice:-

The college facilitating various workshop and programs like employments training meets: competitive examination (UPSC, MPSC.SSC etc) guidance skill development workshop by experts regularly. The guidance of these examinations was given by experts from outside agencies as well subjective updating by college faculty along with head of the institution at all. To develop the research attitude among the students, the college has incubation Centre which regularly organizes workshops, expert interactions with students and counseling too. Academic activity like group discussion, subjective seminars, project assignment and poster presentation etc developing the students. Departmental workshop on financial literacy, soft skills along with competition like elocution. Poems, essay writing, sports and cultural activity etc are the key parts of college activities. Extension activity, NSS camps, National Programs, activity like awareness on AIDS, environmental issues, Swatchta Abhiyan, blood donation and visit to old age home are the part of co-curricular enhancement. Distribution of cloths, workshop on disaster management etc. develops over all personality of students. Carrier counseling cell promote the temperament of academic research and social attitude and personal multidimensional development. Two teachers of the college were trained under the scheme "Train the Trainers" by Parent university and these teachers are regularly train the students by organizing the workshop on soft skills development.

Evidence of Success:

In the year of 2014-15, 190 students, in 2015-16, 384 students, in 2016-17, 592 students and in 2017-18 392 student, in 2018-19, 422 students participated in various career oriented programs organized by the college in last 5 years. **Aptitude test** taken by college every year for the first year student of various stream i.e. Arts, science & commerce. In which total 150 students as topper were selected for these innovative career oriented programs and were specially guided by experts from outside as well subjective guidance given by the faculty including head of the institution. Through this regular activity the students are continuously awaking and updating their skill and knowledge day by day along with multidimensional development of the personality. Two students of the college are selected in "Jam" examination in the year 2017-2018 and 2018-2019 respectively. 7 Students of this college have cleared the competitive exams up to their interview levels. "AVISHKAR" an innovative program to develop the research attitude among the students, four students of this college scored first rank at district level, four students are selected at university level, 01 students reached to state level. In the year 2018-2019, 40 students of the college participated in the soft skill development program and all were certified by the parent university. 8 students participated at university level seminar competitions and poster competition and they won the prizes.01 Student won state level PPT presentation competition. We are continuously distributing more than 3000 usable clothes at Melghat, Maharashtra. 03 students of our college giving training of disaster management to the students of different colleges and schools.

Problems Encountered:

College taking initiatives with single eyed motto for the development of the students belongs to such a remote area. Communities lacking any kind of updation of recent competitive examination and its current pattern, personality development and development of temperament to accept recent trends are the challenging task. Stakeholders are poor and are able to afford costly books and study materials for these competitive preparations etc. This college is providing a platform to enhance and improving the quality of life of students. College had fine faculties to facilitate such type of competitive environment among students. College is time to time announcing through notices about various state and central level of competitive examination etc along with its preparation techniques

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Upliftment of academic status and personality development of rural students:

College belongs to rural area and most of the students are not aware of the importance of higher education. The Manora Tehsil comes under the Manav mission since last 10 years. The human right index of Manora is 0.398 which is very low. Before 10 years the females ratio in higher education in this college was low, not even a single girl student of Muslim community of the area were taken admission in higher education. In the year of 2014-15 the total girls students were 246, in the year of 2015-16 the participation of students were 305 and in the year of 2017-18 total 366 in the year 2018-19 total 386 in number, this shows the linear increase in the enrollment of female students in higher education. Now the active participation with good number of Muslim female students imparts fine efforts of college. Even in the past years the presentation and active participation of the students were very low but now college playing key role for the society in terms of education and their mental and physical wellness. College is playing a motivational and supportive role in improving the quality of education among students. Most of the students belong to the rural area, economically weaker section, educationally suppressed and socially backward classes College is bound to for the overall developments of the rural students in terms of various skills in academics, competitive examinations, personality development, and sports. Through multidirectional endeavors college is regularly developing the rural students specially girls potentially. College provides moral values along with social values in students by arranging various different training programs for self-employments. College facilitates "Matru Saptah" on the occasion of birth anniversary personalities like Savitri Bai Phule and Ma Jijau etc. to bring the moral values and character development

in students. Students are benefitted by providing 1000 rupees as financial support for the 2 toppers students of the each department by teachers. Welfare scheme like adoption of economically weaker students by teachers imparts the financial help cum upliftment. College is regularly distributing the books to meritorious five students of each faculty on every independence Day. Interested students for various competitive examinations are provided extra BT cards from library by college and guidance imparts the extensive care to rural students. Economically weaker girl's students are not able to afford the transportation expenses so college provides bicycles as charity to students. It's also develops the physical and emotional strength along with sports skills in girls students. The institution started Gym facility for physical fitness. College regularly aware the students for government scholarship schemes to update the knowledge and curiosity in students in recent trends .Regular career guidance and personality development are given by principal and staff. To Select the students those are interested in competitive exams, college will organized "Kalchachani" exam and from them near about 150 students are selected and workshops on competitive exams are organized on the regular basis.

For various competitive examinations college is facilitating the quality of workshops and motivational lectures through various body of the institution. Subjective guidance is given by the concerned teacher regularly by which students belong to rural areas enhancing the updating their knowledge regarding their subject with career point of view etc. Examination like JAM for higher education, the college is providing special extra classes by teachers regularly. For the developing of research attitude and aptitude, various innovative projects given by teacher in different subject develops the field research, society interactions and development of communicating skill which is an integral part of the personality development. The institution has started incubation center to develop research attitude among the student. Now the convocation program had started at college level right from 2018-19. So college has started facilitate with silver medal to students which create the zeal and temperament in student to achieve things better and better. This improves the quality of learning for better future and leading quality.

College run a programme "Mahavidyalaya Ale APalyadari" and "Jagarjaneev" to aware the society about the involvement of girls in higher education. By this percentage of girls in the college increases about 60%. "Parent Teacher Scheme" run by each department of college for overall development of students. College imparts a very fine set up with strong message in communities for education of girls and research aptitudes along with positive attitudes.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

5. CONCLUSION

Additional Information :

The institution is contiously growing in terms of research and career oriented courses. We will sign mou with industry and corporate world for improving job opportunities to the students. Organizing placement drive is the need of the institution.

Concluding Remarks :

It is a matter of great pleasure for us that we are submitting our self study report for the self study report of IInd cycle of assessment and accreditation of our institution. The institution has evolved into functional educational institution in the locality. The institution has made land mark changes in the last four years. Percentage of students in higher education has increased considerably. Students progression of the local students has increased because of the efforts taken by the institution. Management of the institution is conscious for uplifting the educational and social status of the community. Extension department of the college organize program for sensitizing society for social issues. NSS department is also in touch with local community and organizes program for uplifting society . Overall administration is conducive for the growth of society academically. Programs on human values and social values are organized at the institution. The institution follows institutional social responsibility. Health check-up programs, HIV awareness programs, blood donation camp are organized in the institution. Faculties recruited in the college are the asset of the college. The institution will turn excellent academic center with the vision of the management and support given by the government. Most of the society needs are taken into consideration while chalking out perspective plan. We are committed to develop the students academically, ethically, morally. Job oriented short term courses will improve the social status of the students.

Though the college is situated in the rural area we are imparting quality education and ICT based education to the students.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.1.2	Number of certificate/diploma program introduced during the last five years **1.1.2.1. Number of certificate/diploma programs introduced year-wise during the last five years** Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
01	09	0	0	0 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
01	09	0	0	0	
1.1.3	Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years 1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
0	7	0	1	0 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
0	1	0	0	0	
1.3.2	Number of value added courses imparting transferable and life skills offered during the last five years 1.3.2.1. Number of value-added courses imparting transferable and life skills offered during the last five years Answer before DVV Verification : 12 Answer after DVV Verification: 12
1.4.2	Feedback processes of the institution may be classified as follows: Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website Answer After DVV Verification: C. Feedback collected and analysed
2.1.2	Average Enrollment percentage

(Average of last five years)

2.1.2.1. Number of students admitted year-wise during the last five years
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
638	640	644	628	559

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
272	302	335	327	328

2.1.2.2. Number of sanctioned seats year-wise during the last five years
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1080	1080	1080	1080	1080

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
372	360	384	384	372

2.1.3	Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years 2.1.3.1. Number of actual students admitted from the reserved categories year-wise during the last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
562	562	562	562	500 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15
189	181	200	186	192	
-------	---
2.3.2	Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. 2.3.2.1. Number of teachers using ICT Answer before DVV Verification : 21 Answer after DVV Verification: 21
2.3.3	Ratio of students to mentor for academic and stress related issues

	2.3.3.1. Number of mentors Answer before DVV Verification : 17 Answer after DVV Verification: 17
2.4.2	Average percentage of full time teachers with Ph.D. during the last five years 2.4.2.1. Number of full time teachers with Ph.D. year-wise during the last five years Answer before DVV Verification: <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>08</td><td>07</td><td>06</td><td>03</td><td>03</td></tr></table> Answer After DVV Verification : <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>08</td><td>07</td><td>06</td><td>03</td><td>03</td></tr></table>
2.4.4	Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years 2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years Answer before DVV Verification: <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>1</td><td>2</td><td>0</td><td>0</td><td>1</td></tr></table> Answer After DVV Verification : <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr></table>
3.1.1	Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs) 3.1.1.1. Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs) Answer before DVV Verification: <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>0.5000</td><td>0.6000</td><td>0</td><td>0</td><td>9.33000</td></tr></table> Answer After DVV Verification : <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr></table>

0	0	0	0	0

3.1.3	Number of research projects per teacher funded, by government and non-government agencies, during the last five year
	
	    3.1.3.1. Number of research projects funded by government and non-government agencies during the last five years
	        Answer before DVV Verification : 12
	        Answer after DVV Verification: 0
	    3.1.3.2. Number of full time teachers worked in the institution during the last 5 years
	        Answer before DVV Verification : 22
	        Answer after DVV Verification: 40

3.2.2	Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years
	
	    3.2.2.1. Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years
	        Answer before DVV Verification:
	
		2018-19	2017-18	2016-17	2015-16	2014-15

---	---	---	---	---
18	05	02	00	00 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
10	06	03	01	01	

3.3.1	The institution has a stated Code of Ethics to check malpractices and plagiarism in Research
	
	        Answer before DVV Verification : Yes
	        Answer After DVV Verification: No
	    Remark : The stated Code of Ethics to check malpractices and plagiarism in Research is not on a visible link on HEI website. HEI has given a document in NAAC documentation

3.3.2	The institution provides incentives to teachers who receive state, national and international recognition/awards
	
	        Answer before DVV Verification : Yes
	        Answer After DVV Verification: No
	    Remark : Input updated in absence of supporting documents / HEI Response

3.3.3	Number of Ph.D.s awarded per teacher during the last five years
	
	    3.3.3.1. How many Ph.Ds awarded within last five years
	        Answer before DVV Verification : 04
	        Answer after DVV Verification: 04

	3.3.3.2. Number of teachers recognized as guides during the last five years Answer before DVV Verification : 02
3.3.4	Number of research papers per teacher in the Journals notified on UGC website during the last five years 3.3.4.1. Number of research papers in the Journals notified on UGC website during the last five years Answer before DVV Verification: Answer After DVV Verification :
3.3.5	Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years 3.3.5.1. Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years Answer before DVV Verification: Answer After DVV Verification :
3.4.2	Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years 3.4.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years Answer before DVV Verification: Answer After DVV Verification :

3.3.4.1 — Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
03	09	06	03	00

3.3.4.1 — Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
03	08	06	03	00

3.3.5.1 — Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
03	00	02	10	09

3.3.5.1 — Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
03	00	01	08	09

3.4.2.1 — Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
03	03	14	00	00

3.4.2.1 — Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
00	01	05	00	00

3.4.4	Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

3.4.4.1. Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
420	571	277	153	140

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
90	257	232	103	100

3.5.1	Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

3.5.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
03	02	01	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
3	2	1	0	0

3.5.2	Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

3.5.2.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
05	04	03	01	00

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	00

Remark : No MOU's provided. Input not considered

4.1.3	Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc 4.1.3.1. Number of classrooms and seminar halls with ICT facilities Answer before DVV Verification : 05 Answer after DVV Verification: 05
4.1.4	Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years. 4.1.4.1. Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs) Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
37.09725	20.200228	22.69638	24.38175	18.22634

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
37.09	20.20	22.69	24.38	18.72

4.2.6	Percentage per day usage of library by teachers and students 4.2.6.1. Average number of teachers and students using library per day over last one year Answer before DVV Verification : 125 Answer after DVV Verification: 30 Remark : The HEI has not attached the documents in serial order of date, even the pages of even one particular date are not complete. Entry register is made on a simple copy with no in time or out time. No page numbers are there on the entry register. Hence as per DVV approximation, the input updated to 30
4.3.4	Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS) Answer before DVV Verificaton : Yes Answer After DVV Verification: No Remark : HEI input not considered as there is no proper facility of Media Centre, Recording facility, Lecture Capturing System (LCS)

4.4.1	Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years
	4.4.1.1. Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
14.41349	14.12852	14.37864	13.61864	16.65890

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
14.41	14.12	14.37	13.61	16.65

5.1.2	Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years
	5.1.2.1. Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
44	37	11	01	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
44	37	11	01	0

5.1.3	Number of capability enhancement and development schemes –

1. For competitive examinations

2. Career counselling

3. Soft skill development

4. Remedial coaching

5. Language lab

6. Bridge courses

7. Yoga and meditation

8. Personal Counselling

Answer before DVV Verification : A. 7 or more of the above

Answer After DVV Verification: D. Any 4 of the above

Remark : Input considered for 1.For competitive examinations 2.Career counselling 3.Remedial coaching 4.Bridge courses No relevant supporting documents have been provided for 1. soft skill Development- Document is not supported with English translation 2.Language lab- Not relevant supporting document 3.Yoga and Meditation- Hei has attached Induction program supporting document 4. Personal Counselling- HEI has attached names of students but no information on as to what has been done in this.

5.1.4	Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

5.1.4.1. Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
422	392	592	384	190

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
297	372	476	384	190

5.1.5	Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

5.1.5.1. Number of students attending VET year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
189	22	0	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
00	0	0	0	0

Remark : VET is not conducted by HEI, it has been done at some external premises and certificates are not original.

5.2.1	Average percentage of placement of outgoing students during the last five years

5.2.1.1. Number of outgoing students placed year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
12	42	8	10	8

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	39	0	0	0

| 5.2.3 | Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years
Answer before DVV Verification:

table1

Answer After DVV Verification :

table2

5.2.3.2. Number of students who have appeared for the exams year-wise during the last five years
Answer before DVV Verification:

table3

Answer After DVV Verification :

table4

Remark : HEI input considered for AY 2017-18 but the students given for qualifying in 2018-19 are actually after July 2019 which is not in assessment period, hence not considered. |

Where table1 is:

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	0	0	0

table2 is:

2018-19	2017-18	2016-17	2015-16	2014-15
0	2	0	0	0

table3 is:

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	0	0	0

table4 is:

2018-19	2017-18	2016-17	2015-16	2014-15
17	18	9	11	9

| 5.4.2 | Alumni contribution during the last five years(INR in Lakhs)

Answer before DVV Verification : 1 Lakh - 3 Lakhs
Answer After DVV Verification: <1 Lakh
Remark : DVV is restricted to Assessment period and all the entries of HEI are in Ay 2019-20, which cannot be considered |

5.4.3	Number of Alumni Association / Chapters meetings held during the last five years

5.4.3.1. Number of Alumni Association /Chapters meetings held year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2	1	0	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	0	0	0

6.2.3	Implementation of e-governance in areas of operation

    1. Planning and Development
    2. Administration
    3. Finance and Accounts
    4. Student Admission and Support
    5. Examination

    Answer before DVV Verification : A. All 5 of the above
    Answer After DVV Verification: A. All 5 of the above

6.3.2	Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

6.3.2.1. Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
11	06	00	00	00

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
11	02	03	00	00

6.3.3	Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

6.3.3.1. Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15

         19-06-2020 04:23:06

01	03	02	00	00

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
02	01	01	00	00

6.4.2	Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs) 6.4.2.1. Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs) Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
0.58000	00	00	00	00 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15
0	00	00	00	00	
-------	------

6.5.3	Average number of quality initiatives by IQAC for promoting quality culture per year 6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
10	03	07	01	01 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0 | Remark : The activities conducted does not pertain to quality initiative
-------	------

6.5.4	Quality assurance initiatives of the institution include: 1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements 2. Academic Administrative Audit (AAA) and initiation of follow up action

3. Participation in NIRF

4. ISO Certification

5. NBA or any other quality audit

Answer before DVV Verification : B. Any 3 of the above

Answer After DVV Verification: C. Any 2 of the above

Remark : Academic Administrative Audit (AAA) given by HEI has no follow up action plan of any year. Hence not considered. Sr. 1 and 3 considered

7.1.1	Number of gender equity promotion programs organized by the institution during the last five years 7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
01	02	04	00	00 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15
01	02	04	00	00	
---	---
7.1.3	Alternate Energy initiatives such as: 1. Percentage of annual power requirement of the Institution met by the renewable energy sources 7.1.3.1. Annual power requirement met by the renewable energy sources (in KWH) Answer before DVV Verification : 5618 Answer after DVV Verification: 0 7.1.3.2. Total annual power requirement (in KWH) Answer before DVV Verification : 6470 Answer after DVV Verification: 6470 Remark : Report has no mentioned of Annual power requirement met by the renewable energy sources (in KWH) and hence input cannot be verified.
7.1.4	Percentage of annual lighting power requirements met through LED bulbs 7.1.4.1. Annual lighting power requirement met through LED bulbs (in KWH) Answer before DVV Verification : 1276.8

	Answer after DVV Verification: 186
	7.1.4.2. Annual lighting power requirement (in KWH)
	Answer before DVV Verification : 3538.56
	Answer after DVV Verification: 509
	Remark : Input updated as per attached unsigned report of energy audit page number number 11
7.1.8	Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

7.1.8.1. Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1.58071	4.97809	2.31144	0.77715	0.71279

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0.02000	4.29762	1.34350	0.68665	0.39077
7.1.9	Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

Answer before DVV Verification : B. At least 6 of the above
Answer After DVV Verification: C. At least 4 of the above |
| 7.1.10 | Number of Specific initiatives to address locational advantages and disadvantages during the last five years   7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
15	15	10	10	05

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	0	0

7.1.11	Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere) 7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	01	01	00

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	1	1	00

7.1.17	Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years 7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
09	09	08	08	08

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
07	07	06	06	06

2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of courses offered by the institution across all programs during the last five years Answer before DVV Verification : 19 Answer after DVV Verification : 120
1.2	Number of programs offered year-wise for last five years Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
04	04	04	04	04

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
4	4	4	4	4

| 2.1 | Number of students year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
638	640	644	628	559

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
637	640	644	628	559

| 2.2 | Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
562	562	562	562	562

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
194	187	200	194	194

| 3.1 | Number of full time teachers year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
21	22	19	17	17

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
21	21	20	17	17

| 3.2 | Number of sanctioned posts year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
31	31	31	21	21

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
36	36	23	23	23

4.1	Total number of classrooms and seminar halls Answer before DVV Verification : 14 Answer after DVV Verification : 14
4.3	Number of computers Answer before DVV Verification : 40 Answer after DVV Verification : 40

19-06-2020 04:23:07